



Republic of the Philippines  
**Department of Education**  
 Region XI  
**SCHOOLS DIVISION OF DIGOS CITY**

**Office of the Schools Division Superintendent**

**February 25, 2025**

**DIVISION MEMORANDUM**

SGOD-2025-29

To : Assistant Schools Division Superintendent  
 Division Chiefs  
 Public Schools District Supervisors  
 Education Program Supervisors  
 Public School Heads  
 Public School Teachers

Subject: **INVITATION FROM CENTER FOR THE PROFESSIONAL  
 ADVANCEMENT OF EDUCATORS ON THE NATIONAL SEMINAR-  
 WORKSHOP ON INSTRUCTIONAL LEADERSHIP**

This is in reference to the 1st Indorsement dated February 20, 2025, signed by Allan G. Farnazo, Director IV, the herein invitation from Center for the Professional Advancement of Educators on the National Seminar Workshop on Instructional Leadership through Coaching Classroom Instruction on March 28-30, 2025 at Regency Inn, Davao City.

Participation in the activity should only be voluntary and prior arrangement of the concerned school heads and teachers shall be made in compliance with DepEd Order No. 9 s. 2005 re: "Instituting Measures to Increase Engaged Time-on Task and Ensuring Compliance Therewith" ensuring that no classes shall be disrupted and no DepEd funds shall be used.

Relevant details and information are provided in the enclosures.

Attendance/participation is on official time only.

Immediate and wide dissemination of this Memorandum is directed.

For and in the absence of the  
 Schools Division Superintendent

*Sollie B. Oliver, Jr.*  
**SOLLIE B. OLIVER, JD, MATE**  
 Chief Education Supervisor-SGOD  
 Officer In-Charge

Enclosed: As stated.  
 SGOD/jsa

DepEd Schools Division of Digos City  
 RECORDS SECTION  
**RELEASED**  
 DATE: FEB 25 2025 TIME: 4:40 PM  
 BY: *[Signature]*



Address: Roxas Street cor. Lopez Jaena Street, Zone II, Digos City 8002  
 Telephone No: (082)553-8396 | (082)553-8376 | (082)553-9170  
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RECORDS



Republic of the Philippines  
**Department of Education**  
DAVAO REGION

25-46692  
Schools Division of Digos City  
RECORDS SECTION 02250  
70398

DATE: 24 FEB 2025 TIME: 1:59  
BY: [Signature]

1<sup>st</sup> Indorsement  
February 20, 2025

Respectfully referred to the Schools Division Superintendents, the invitation from Center for the Professional Advancement of Educators on the National Seminar-Workshop on Instructional Leadership through Coaching Classroom Instruction on March 28-30, 2025 at Regency Inn, Davao City, subject to the availability of funds, learning and development priorities and discretion of the approving authority.

**ALLAN G. FARNAZO**  
Director IV

Encl.: As Stated.

ROH/kfy

DEPARTMENT OF EDUCATION - DAVAO REGION  
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**RELEASED**  
BY: [Signature]  
Date: 27/2/25 Time: 4:03 PM



Address: F. Torres St., Davao City (8000)  
Telephone Nos.: (082) 291-0051  
Email Address: region11@deped.gov.ph  
Website: www.depedroxi.ph



February 17, 2025

**ALLAN G. FARNAZO**  
Director IV / Regional Director  
DepEd Region XI (Davao Region)  
F. Torres Street, Davao City

DEPARTMENT OF EDUCATION - DAVAO  
RECORDS SECTION

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2.19.25  
4597  
7:10

Dear Director Farnazo:

Aligned with DepEd's agenda *by giving support to teachers to teach better*, the CPAE Center for the Professional Advancement of Educators, Inc. will conduct the **National Seminar-Workshop on Instructional Leadership through Coaching Classroom Instruction** on March 28 to 30, 2025 at the Regency Inn, Villa Abrille St., Poblacion District, Davao City.

Among the topics to be discussed are standards-based instructional leadership, supervision and instructional leadership, coaching classroom instruction, and coaching for teacher's progress.


Attached is the program of activities for your reference.

We continue to assure you of our commitment to provide our educators with the best we can offer for their professional development. In this connection, may we request an advisory from your office to help us disseminate the information and extend our invitation to your teachers, supervisors, principals/school heads, coordinators and other educators to participate in the said seminar-workshop?

For registration details, interested participants may send an e-mail to [cpaeph@rocketmail.com](mailto:cpaeph@rocketmail.com) or send us a message at [facebook.com/cpaeph](https://facebook.com/cpaeph).

We look forward to your positive response. Thank you very much and more power to you.

Very truly yours,

  
Dr. Vivian I. Buhain  
Training Director

## National Seminar-Workshop on Instructional Leadership through Coaching Classroom Instruction

March 28 to 30, 2025  
Regency Inn, Villa Abrille St., Poblacion District, Davao City

### PROGRAM OF ACTIVITIES

Schedule	Time	Topics/Activities	Resource Persons (for confirmation)
Day 1 March 28 Friday	8:00-12:00	Registration/ Attendance  <b>PRETEST</b>	<b>DR. MARK ANTHONY P. IDANG</b> National Trainer PPST-RPMS
	1:00-1:30	Opening Program National Anthem/ Doxology Warm-up; Seminar-Workshop Overview	
	1:30-3:00	<b>Deepening Understanding on the PPST and PPSSH</b>	
	3:00-3:15	<i>Health Break</i>	
	3:15-5:00	<b>Standards-based instructional Leadership</b>	
	5:00-6:00	Reflections Online Assessment and Evaluation	
	8:00-8:30	Attendance; Preliminaries	
Day 2 March 29 Saturday	8:30-10:00	<b>Reconceptualizing Supervision and Instructional Leadership</b>	<b>DR. MARK ANTHONY P. IDANG</b> National Trainer PPST-RPMS/
	10:00-10:15	<i>Health Break</i>	
	10:15-12:00	<b>Coaching Classroom Instruction</b>	
	12:00-1:00	<i>Lunch</i>	
	1:00-2:00	<b>Clinical Supervision as the Foundation of Coaching Teachers</b>	<b>MR. DOMINGO R. CUETO</b> PPST Writer
	2:00-3:00	<b>The Aspects of Coaching</b>	
	3:00-3:15	<i>Health Break</i>	
	3:15-5:00	<b>The Goals of Coaching Coaching Models</b>	
	5:00-5:30	Online Assessments and Evaluation	
Day 3 March 30 Sunday	8:00-8:30	Attendance; Preliminaries	<b>MR. DOMINGO R. CUETO</b> PPST Writer/
	8:30-10:00	<b>Requirements of an Effective Coaching</b>	
	10:15-12:00	<b>Coaching for Teacher's Progress</b>	
	12:00-1:00	<i>Lunch</i>	<b>DR. JAYSON L. DE VERA</b> Faculty of Science, Technology and Mathematics, Philippine Normal University, Manila
	1:00-2:00	<b>Auditing and Coaching Teacher's Growth Goals</b>	
	2:00-4:00	Reflections <b>POST TEST</b> Online Assessments and Evaluations Closing Program Distribution of Certificate	