



Republic of the Philippines
Department of Education
REGION X
SCHOOLS DIVISION OF LANAO DEL NORTE

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August 15, 2025

Division Memorandum
No. 459, s. 2025

GUIDING EXCELLENCE: MASTER TEACHERS AS INSTRUCTIONAL LEADERS

To: Assistant Schools Division Superintendent
Education Program Supervisors
Public Schools District Supervisors/ District In-Charge
Elementary and Secondary School Heads
All Others Concerned
This Division

1. In line with the commitment to foster instructional excellence and ensure that every learner has access to quality education, all Master Teachers are hereby directed to attend the Orientation on Instructional Supervision to be held on August 28, 2025.
2. The Orientation on Instructional Supervision will provide Master Teachers with updated policies, effective tools, and practical approaches to support teachers in improving instructional delivery and raising learner outcomes.
3. The objectives of this activity are:
 - a) Deepen the understanding of Master Teachers on their roles as instructional leaders;
 - b) Equip them with effective strategies, observation tools, and feedback techniques for classroom supervision;
 - c) Promote the use of mentoring and coaching strategies to support teacher growth; and
 - d) Ensure that instructional supervision practices are aligned with DepEd policies and the PPST.



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4. Schedule, Venue & EPS Assigned:

The orientation will be conducted in clusters to ensure manageability and contextual discussions. The schedule is as follows:

Cluster	Date	Venue	EPSs ASSIGNED
Cluster 1	Pantar, Balo-i, Pantao Ragat, Tagoloan and Poona Piagapo Districts	Maria Cristina CES, Balo-i East District	Dr. Monisa P. Maba & Dr. Dennis B. Dozano
Cluster 2	Matungao, Linamon, Bacolod, Kauswagan, Maigo & Munai Districts	Kauswagan CES, Kauswagan District	Dr. Charity Estrada & Dr. Rowena Lontayao
Cluster 3	Kolambungan, Tangcal, Tubod, Magsaysay & Baroy Districts	Tubod CES, Tubod District	Dr. Lorraine O. Edrea & Dr. Marife B. Vicoy
Cluster 4	Salvador, Lala & Nunungan Districts	Maranding CES, Lala District	Dr. Angelito D. Barazona & Dr. Carol Balwit
Cluster 5	Kapatagan, SND and Sapad Districts	Kapatagan CES, Kapatagan Central District	Dr. Robin L. Tabar & Dr. Rotsen V. Escorial

5. All Elementary and Secondary Master Teachers are required to attend the orientation. PSDS are enjoined to monitor the attendance and active participation of participants in their respective district.

6. School Heads are directed to adjust the class schedules of Master Teachers to ensure their full participation and focus during the orientation. For schools without a designated Master Teacher, the School Head shall assign a Head Teacher or designate a Lead Teacher to attend and represent the school in the said activity.

7. All participants are requested to bring their own baon or “Bring Your Own Provision” (BYOP) for lunch and snacks during the activity. This is to



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ensure practicality and convenience for all participants while maintaining health and safety protocols.

8. Expenses relative to the conduct to be incurred during the activity are chargeable against the school MOOE, local funds and other source of funds, subject to usual accounting and auditing rules and regulations.

9. Immediate dissemination of this Memorandum is immensely desired.

EDWIN R. MARIBOJOC EdD, CESO V
Schools Division Superintendent *gw*