



Republic of the Philippines
Department of Education
CARAGA REGION
SCHOOLS DIVISION OF SIARGAO



Office of the Schools Division Superintendent

February 07, 2025

DIVISION MEMORANDUM

No. **02-044**, 2025

FY 2025 LEARNING AND DEVELOPMENT CALENDAR OF ACTIVITIES

To: Assistant Schools Division Superintendent
Functional Division Chiefs
Curriculum Implementation Division (CID) Personnel
School Governance and Operations Division (SGOD) Personnel
Office of the Schools Division Superintendent (OSDS) Personnel
Elementary and Secondary School Heads
All concerned
This Division

1. Ensuring alignment of Programs, Activities, and Projects (PAPs) of the three functional divisions and to minimize conflict of activities, all focal persons are hereby directed to observe the FY 2025 Learning and Development Calendar of Activities.
2. The FY 2025 L&D Calendar of Activities will serve as guide to the teaching, non-teaching and teaching-related personnel for maximum participation. Also, this will strengthen better management to the focal persons, PMT and other personnel concerned as to the process of the conduct of L&D activities.
3. The target participants are the teaching, non-teaching and teaching-related personnel, who will be identified and informed by each PAP focal person through a separate communication. Enclosed is the list of PAPs with their tentative schedules, which are subject to change.
4. For immediate dissemination to, guidance, and strict compliance of all concerned.

MANUEL O. CABERTE
Assistant Schools Division Superintendent
Officer-in-Charge
Office of the Schools Division Superintendent

2/7/2025

Encl: As Stated

Reference: As stated

To be indicated in the Perpetual Index under the following subjects:
CALENDAR HRD PAPs

SGOD/fdtesiorna
02/7/25



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FY 2025 CALENDAR OF ACTIVITIES

TENTATIVE SCHEDULE	TITLE OF PAPs
January 6, 2025	Annual Convergence of Instructional Leaders
January 7-10, 2025	Division Schools Press Conference
January 13, 2025	DEDP Year 3 Implementation Target Setting
January 15-17, 2025	Regional Assembly of Educational Leaders
January 22, 2025	E-Learning Scholarship Program: Meeting with Scholar-Nominee
January 23-24, 2025	Performance Planning for CY 2025
January 27, 2025	Kulukabildo sa Distrito: The Roadshow of Services - San Isidro District
January 28, 2025	Kulukabildo sa Distrito: The Roadshow of Services - Gen. Luna District
January 29-31, 2025	Division Training for JHS and SHS Non-Major Filipino Teachers
February 14, 2025	Orientation on the Consitution and By-Laws (CBL and LFD Flagship Programs to Newly Elected SSLG Officers, Teacher-Advisers and Field PDOs
February 20-21, 2025	Reorientation and Crafting of the Enhanced School Improvement Plan (E-SIP) for SY 2025-2028
February 24, 2025	Kulukabildo sa Distrito: The Roadshow of Services - Socorro East and West District
February 26-28, 2025	Conduct of Reorientation on the DepEd Order No. 16, s. 2017 titled Research Management Guidelines and Capacity Building on Research Evaluation
February 28, 2025	Division Orientation on Enhanced Induction Program for Beginning Teachers
March 1, 2025	National Women's Month
March 1, 2025	Call for Research Proposals for CY 2025
March 2, 2025	Research Proposal Evaluation and Presentation
March 4-5, 2025	Conduct of Information-Dissemination for the New RSP Guidelines (DO 7, s. 2023, Do 20, s. 2024 and Do 21, s. 2024)
March 6, 2025	Division Orientation for School Reading Coordinators and District Supervisors on the Utilization of Assessment Toolkits for Phil IRI (Key Stages 2 & 3)
March 7, 2025	Division YES-O and other environment-related awareness, leadership skills and workshops
March 12-13, 2025	Data Management and Information Requirements Workshop for SY 2024-2025
March 14, 2025	Reorientation on GAD Monitoring and Evaluation Framework and Harmonized Gender and Development Guidelines
March 15, 2025	Recommendation for the approval of the Research Proposals
March 17-18, 2025	Orientation-Workshop of Bookkeepers and Disbursing Officers

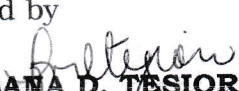
March 19-21, 2025	Quality Assurance of the Enhanced School Improvement Plan (E-SIP) for SY 2025-2028
March 24, 2025	Pre-retirement Training for employees
March 25, 2025	Division Monitoring and Evaluation (DMEA) First Quarter
March 26, 2025	Conduct of Training/orientation re DO 49, s. 2006 to prospective members of FFIC and FIC
March 28, 2025	Ceremonial Signing of Memorandum of Agreement for BERF and SEF 2025 between Grantees and DepEd Siargao
April 01, 2025	Conduct of Training on the Government Procurement Reform Act (9184) and Laws, Rules, and Regulations on Government Expenditures for the Newly-Constituted School Bids and Awards Committee in the Division of Siargao
April 01, 2025	COA Exit Conference
April 3-4, 2025	Review of the quality-assured Enhanced School Improvement Plan (E-SIP) for SY 2025-2028 for acceptance of the SDS
April 9-12, 2024	Up skilling School Heads and ADM Coordinators on FLO-ADM implementation.
April 14, 2025	Conduct prework conference in preparation for the ADM Advocacy Roadshow by clustered districts
April 19-May18, 2025	Mandatory EOSY Break of Teachers
April 23-25, 2025	Capacity Building on Administrative Services for Administrative Officers and Administrative Support in the Schools and Division...
April 28, 2025	Seminar-Workshop on formulation of School ICT Plans
May 5-8, 2025	Crafting of the schools' AIPs for SY 2025-2026
May 2025	Conduct of flexible and onsite validation in schools and learning centers based on the data in the E-BEIS for resource allocation
May 14-16, 2025	Conduct ADM Advocacy Roadshow by clustered districts
May 20, 2025	Pre-Work for the Division Training on Handling Apparatus
May 20-22, 2025	Division Training of Trainers on Deepening Conceptual Understanding of Content Using Key Strategies in Teaching Early Grade Math...
May 23, 2025	Capacity Building on Administrative Services
May 26-28, 2025	Capacity Building on Data analysis and Interpretation for Practical Research II Teachers and Master Teachers
May 28-30, 2025	Division Training -Workshop on Proper Handling and Using of Basic Science Lab app and Equipment Batch 1
June 2025	One-Stop-Shop validation of GESP, GJHSP, GSHSP and PSP and NSBI.
June 2, 2025	Conduct of Seminar for the Newly Hired Non-Teaching Personnel
June 6, 2025	DepEd Siargao Founding Anniversary

June 9-13, 2025	Siargao Division Upskilling of K to 3 Teachers on the Early Language Literacy and Numeracy (ELLN) with focus on the Science of R
June 14, 2025	School Based ADM capacity building for teachers
June 15, 2025	Orientation-Workshop on LIS/BEIS/EBEIS/NSBI/Esf7/PMIS
June 16-18, 2025	DepEd Computerization Program Training
June 19-20, 2025	Mental Health Forum to SSLG Officers
June 20, 2025	Conduct Capacity Building on Records Management System
June 20-21, 2025	Writeshop on Storybooks for Supplementary Reading Materials
June 25, 2025	Division Monitoring and Evaluation (DMEA) Second Quarter
June 27-28, 2025	Reorientation of the Established Division SLR Management Team and SLR Committees
June 26-28, 2025	Training on Innovative English Strategies to Develop the Reading and Writing Skills of Learners for Grade 4 and Grade 6 English Teachers
June 30, 2025	Subsequent adjustments in the approved FDs' WFPs for CY 2025
July 2-4, 2025	Division Training on Balik Kasaysayan
July 10, 2025	Training-Workshop for the Non-Teaching on the Basic Technical Writing Skill
July 11, 2025	Revisiting School Policy/ School Code of Conduct
July 17-18, 2025	Training on Universal School Mental Health Screening Using Children and Adolescent Risk Screener (CARS)
July 18-19, 2025	Finalization of Storybooks Supplementary Reading Materials through Quality-Assurance
July 21, 2025	Capacity Building on Welfare Needs of the Division Office Personnel
July 23-25, 2025	Training of Trainers on adolescent Job Aid (AJA), Adolescent Health Education and Practical Training (ADEPT), and Peer Health Navigation
August 7-8, 2025	Capacity Building on Mental Health and Adolescent Job Aid (AJA 2. 0)
September 19, 2025	Division Research Colloquium for Science Teachers
September 25, 2025	Division Monitoring and Evalaution (DMEA) Third Quarter
October 24-26, 2025	Digitization of CO-Developed Matatag Lesson Exemplars Across All Grade Levels
November 3, 2025	END Violence Against Women (VAW)
November 5, 2025	Research Congress 2025
November 7, 2025	Safe Spaces Act Orientation to SSLG Officers and Teacher-Advisers
November 10-15, 2025	Seminar on Financial Management Operations Manual
November 21-22, 2025	Quality Assurance of District Locally Developed Learning Resources
November 28-29, 2025	Finalization of the Digitized CO-devolped Matatag Lesson Exemplars through Quality Assurance
November 28, 2025	Conduct of Annual Policy Review of PRIME-HRM

December 12, 2025	Learning Resource Festival: Showcasing Locally Developed Resources for Division-Wide Adoption
December 14-15, 2025	Division Learner's Convergence
December 19, 2025	Division Monitoring and Evaluation (DMEA) Fourth Quarter

Note: Highlighted rows indicate activities per quarter

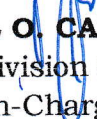
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Noted:


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Approved


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 Officer-in-Charge
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2/7/2025