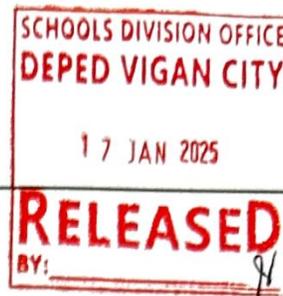




Republic of the Philippines  
**Department of Education**  
 REGION I  
 SCHOOLS DIVISION OF VIGAN CITY



DIVISION MEMORANDUM  
 NO. 23, s. 2025

**RESCHEDULING OF APPROVED MAKE-UP CLASSES  
 DUE TO VIGAN CITY FIESTA ACTIVITIES**

To: Assistant Schools Division Superintendent  
 Chief Education Supervisors (CID and SGOD)  
 Public Elementary and Secondary School Heads  
 All Others Concerned

1. In light of the approved make-up classes stipulated under Division Memorandum No. 418, s. 2024, and in consideration of the participation of teaching and non-teaching personnel and learners in Vigan City Fiesta activities, school heads are advised to reschedule their approved make-up classes originally planned for January 18 and 25, 2025.
2. This adjustment aims to ensure optimal participation of learners and teaching personnel in both academic and community activities.
3. School heads are also advised to consider other significant upcoming events, such as the Ilocos Sur Festival, that may similarly impact attendance and engagement. Rescheduled make-up classes should align with the division's calendar and ensure the continued achievement of learning objectives.
4. Results from the monitoring of previously implemented make-up classes indicate a need to enhance the attendance and participation of both teachers and learners. To address this, school instructional leaders are instructed to develop and implement strategies aimed at improving attendance and engagement, ensuring that the purpose of make-up classes is effectively achieved.
5. School heads are enjoined to submit on or before January 20 their revised schedule of make-up classes, accompanied by their proposed strategies and measures to enhance the attendance and active participation of both teachers and learners.
6. For information and strict compliance.

**VILMA D. EDA, CESO V**  
 Schools Division Superintendent

Encl: None  
 Reference:

Division Memorandum No. 418, s. 2024

To be indicated in the following Perpetual Index  
 Under the following subjects:

CLASSES

EMPLOYEES

LEARNERS



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