



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

**DIVISION MEMORANDUM**

No: 399 s. 2025

**REPLACEMENT OF A PARTICIPANT FOR THE REGIONAL LITERACY SUMMIT**

**TO:** Asst. Schools Division Superintendent  
 Chief Education Supervisor - CID & SGOD  
 Public Elementary & Secondary School Heads

1. Per Division Memorandum No. 346, s. 2025 titled *Participation in the Regional Literacy Summit* at Regency Hotel, Calasiao, Pangasinan on June 25-27, 2025, this Office informs the field of the replacement of one (1) participant due to an emergency situation.

NAME	SCHOOL
<b>Vivian T. del Castillo, School Principal I</b> (to replace Dr. Annie D. Pagdilao, Asst. Schools Division Superintendent)	Capangpangan ES

- All other provisions stated in DM 346, s. 2025 remains in effect.
- This Memorandum shall serve as the official authority to travel of **Ms. Del Castillo**.
- Immediate dissemination of this Memorandum is desired.

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



Address: Mena Crisologo St. corner Rivero St., Brgy. IX, Vigan City, Ilocos Sur  
 Telephone No: (077) 722-20-23 / (077) 632-05-33  
 Email Address: vigan.city@deped.gov.ph  
 Website: [www.depedviganacity.com](http://www.depedviganacity.com)

Your Feedback is important to us. Visit this link [bit.ly/SDOViganCityCSM](http://bit.ly/SDOViganCityCSM)





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

**DIVISION MEMORANDUM**

No. 346, s.2025

**PARTICIPATION IN THE REGIONAL LITERACY SUMMIT**

TO: Assistant Schools Division Superintendent  
Chief Education Supervisors  
School Head of ISNHS and NES

1. In reference to the Regional Memorandum No. 714, s. 2025 and in pursuit to its continuous commitment to quality basic education and to address the literacy challenges identified through assessment data, the Department of Education Regional Office I through the Curriculum and Learning Management Division (CLMD) shall conduct the Regional Literacy Summit on June 25-27, 2025 at Regency Hotel, Calasiao, Pangasinan with the theme: "Strengthening Regional Literacy through Assessment Insights and Innovation".

2. The summit aims to:

- present and interpret regional literacy data;
- identify trends, gaps, and priority areas for intervention;
- share best practices and innovations in literacy instruction and intervention programs; and
- recognize Schools Division Offices and schools that actively participated in International Large-Scale Assessments (ILSA) such as PISA for their contribution to global benchmarking and data generation efforts

3. The participants from this division for the activity are indicated below:

<b>Name</b>	<b>Position/ Designation</b>	<b>School/ Office</b>
Vilma D. Eda, CESO V	Schools Division Superintendent	OSDS
Annie D. Pagdilao, CESO VI	Assistant Schools Division Superintendent	OSDS
Marie Christine L. Natividad	Chief Education Supervisor	CID
Rodrigo Q. Reyes Jr.	Chief Education Supervisor	SGOD
Nelson Robiñol	Education Program Supervisor-English	CID
Peter John Frial	Education Program Supervisor- Science	CID
Pelagio Cardenas	Education Program Supervisor- Mathematics	CID
Felipa Regaspi	Education Program Supervisor-Filipino	CID
Susiemar Rapisura	Education Program Supervisor- Division Testing Coordinator	SGOD
Editha C. Bagcal	School Principal IV	ISNHS
Ana A. Castor	School Principal IV	NES
Elsie C. Amarin	Education Program Supervisor/Assessment Innovation Presenter	CID

4. The innovation along assessment of Nagsangalan Elementary School shall be presented in the summit. Anent this, the school is requested to:

- prepare and bring one (1) tarpaulin display for the Assessment Innovation Exhibit, summarizing their literacy intervention in a visually engaging format (see Enclosure No. 4); and
- provide brochures or printed handouts (minimum of 30 copies) containing key details of their innovation for distribution during the exhibit. These materials will allow other divisions to gain insights and possibly replicate successful practices in their own contexts.

5. The video shall be submitted to the Curriculum and Learning Management Division (CLMD) via <https://drive.google.com/drive/folders/1gY3EFPaL88-CDv7N4IUJakjqVHARGEgB> on or before June 20, 2025, for compilation and presentation during the summit.

6. Travel and other incidental expenses of the participants shall be charged to local funds, subject to the usual accounting and auditing rules and regulations.

7. Compensatory Time - Off (CTO) shall be granted to participants if the activity falls on holiday, cancellation or suspension of classes and work in Government Offices due to typhoon, flooding, other weather disturbances, and calamities pursuant to the guidelines specified in CSC-DBM Joint Circular No. 2 s. 2024 on Non-Monetary Remuneration for Overtime Services Rendered whichever is appropriate and applicable.

8. Participants are requested to confirm their attendance via this Registration Link: <https://forms.gle/A5tRSpVTNenwRSM9> on or before June 14, 2025.

9. For advance coordination and further information, please contact CLMD through telephone number (072) 682-2324 local 120 and email at [clmd.region1@deped.gov.ph](mailto:clmd.region1@deped.gov.ph).

10. Attached is the Regional Memorandum No. 714, s. 2025 for reference.

11. Immediate dissemination of this Memorandum is desired.

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



Address: Mena Crisologo St. corner Rivero St., Brgy. IX, Vigan City, Ilocos Sur  
Telephone No: (077) 722-20-23 / (077) 632-05-33  
Email Address: [vigan.city@deped.gov.ph](mailto:vigan.city@deped.gov.ph)  
Website: [www.depedvigan.city.com](http://www.depedvigan.city.com)

Your Feedback is important to us. Visit this link [bit.ly/SDOViganCityCSM](http://bit.ly/SDOViganCityCSM)





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



2508-133

**REGIONAL MEMORANDUM**

No. 714 s. 2025

**REGIONAL LITERACY SUMMIT**

To: Schools Division Superintendents

1. In pursuit to its continuous commitment to quality basic education and to address the literacy challenges identified through assessment data, the Department of Education Regional Office I through the Curriculum and Learning Management Division (CLMD) will conduct the Regional Literacy Summit on June 25-27, 2025 at Regency Hotel, Calasiao, Pangasinan with the theme: **Strengthening Regional Literacy through Assessment Insights and Innovation**.

2. The summit aims to:
- present and interpret regional literacy data;
  - identify trends, gaps, and priority areas for intervention;
  - share best practices and innovations in literacy instruction and intervention programs; and
  - recognize Schools Division Offices and schools that actively participated in International Large-Scale Assessments (ILSA) such as PISA for their contribution to global benchmarking and data generation efforts.

3. In line with this, each Schools Division Office (SDO) is requested to:
- submit a 5-minute video presentation showcasing its innovative literacy or assessment strategy (see Enclosure No. 2 for guidelines);
  - identify one (1) presenter who will deliver a 5-7-minute oral presentation during the summit to elaborate on the innovation (see Enclosure No. 3);
  - prepare and bring one (1) tarpaulin display for the Assessment Innovation Exhibit, summarizing their literacy intervention in a visually engaging format (see Enclosure No. 4); and
  - provide brochures or printed handouts (minimum of 30 copies) containing key details of their innovation for distribution during the exhibit. These materials will allow other divisions to gain insights and possibly replicate successful practices in their own contexts.

4. The video shall be submitted to the Curriculum and Learning Management Division (CLMD) via <https://drive.google.com/drive/folders/1gY3EFPaL88-CDv7N4fUJakjqVHARGEgB> on or before June 20, 2025, for compilation and presentation during the summit.

5. Travel and other incidental expenses of the participants shall be charged to local funds, subject to the usual accounting and auditing rules and regulations.

6. Compensatory Time - Off (CTO) shall be granted to participants if the activity falls on holiday, cancellation or suspension of classes and work in Government



Flores St., Catbangen, City of San Fernando, La Union  
 Telephone Nos.: (072) 607-8137/682-2324  
 DepEd Region I [region1@deped.gov.ph](mailto:region1@deped.gov.ph)  
[www.depedregion1.com](http://www.depedregion1.com)

Doc. Ref. Code	RM ORD	Rev	QC
Effectivity	11 18 2024	Page	1 of 8



Offices due to typhoon, flooding, other weather disturbances, and calamities pursuant to the guidelines specified in CSC-DBM Joint Circular No. 2 s. 2024 on Non-Monetary Remuneration for Overtime Services Rendered whichever is appropriate and applicable.

7. Identified participants are requested to confirm their attendance via this Registration Link: <https://forms.gle/A5tRSpVTNenwCRSM9> on or before June 14, 2025. Attached is the allotted number of participants per division for reference.

8. For advance coordination and further information, please contact CLMD through telephone number (072) 682-2324 local 120 and email at [clmd.region1@deped.gov.ph](mailto:clmd.region1@deped.gov.ph).

9. For information and guidance.



**TOLENTINO G. AQUINO**  
Director IV

Encl.: None  
Reference: None

To be included in the Perpetual Index  
Under the following subject

**ASSESSMENT DATA**

CLMD/magd/RM\_RegionalLiteracySummit  
May 28, 2025



**ALLOTTED NUMBER OF PARTICIPANTS**

SDO	NUMBER OF PARTICIPANTS								PLAC (No. of Participants)				
	SDS	ASDs	Chief SGOB and CID	ESL Supervisors	Filipino Supervisors	Division Testino Coordinator	Regional Office District Supervisor School Head	Assessment Innovation Presenter	Principal	Test Administrator	PLAC		Total Participants
											PLAC	PLAC	
Aleutinos City	1	1	2	2	1	1	2	2					
Baler City	1	1	2	2	1	1	2	1					
Candon City	1	1	2	2	1	1	2	1					
Dagupan City	1	1	2	2	1	1	2	1					
Ilocos Norte	1	1	2	2	1	1	2	1					
Ilocos Sur	1	1	2	2	1	1	2	1	2	1	1	2	
La Union	1	1	2	2	1	1	2	1	2	2	1	2	
Luzon City	1	1	2	2	1	1	2	1					
Pangasinan I	1	1	2	2	1	1	2	1	2	2	1	2	
Pangasinan II	1	1	2	2	1	1	2	1	2	1	1	2	
San Carlos City	1	1	2	2	1	1	2	1					
San Fernando City	1	1	2	2	1	1	2	1	2	2	1	2	
Urdaneta City	1	1	2	2	1	1	2	1					
Vigan City	1	1	2	2	1	1	2	1					
<b>SDO Pax</b>	<b>14</b>	<b>16</b>	<b>28</b>	<b>42</b>	<b>14</b>	<b>14</b>	<b>28</b>	<b>14</b>	<b>11</b>	<b>1</b>	<b>5</b>	<b>19</b>	
<b>RO</b>	<b>12</b>												
<b>TWG</b>	<b>17</b>												
<b>Keynote Speaker</b>	<b>1</b>												
<b>TOTAL</b>	<b>245</b>												



Flores St., Cathangon, City of San Fernando, La Union  
 Telephone Nos. (072) 607-8137/682-2324  
 DepEd Region I region1@deped.gov.ph  
 www.depedregion1.com

Doc. Ref. Code	RM-ORD	Rev	00
Effectivity	13-13-2024	Page	3 of 6



## Guidelines on the Presentation of Assessment Practices for the Regional Literacy Summit

To showcase the innovations and best practices in literacy and assessment being implemented across Schools Division Offices (SDOs), each SDO is required to prepare a 5-minute video presentation. Below are the guidelines for content, format, and submission:

### I. Content Guidelines

Each video should highlight the division's efforts to improve literacy outcomes based on assessment results. The content may include, but is not limited to:

#### 1. Title Slide or Introduction

- Name of SDO
- Title of the program/initiative/intervention
- Name of focal persons or implementing units

#### 2. Background and Rationale

- Brief context or issue identified through assessment results (e.g., NAT, Phil-IRI, EGRA, PISA)
- Target learners and performance gaps identified

#### 3. Description of the Assessment Practice or Innovation

- Strategy or intervention implemented (e.g., reading remediation programs, teacher capacity-building, digital literacy tools)
- Timeline and implementation process

#### 4. Results and Impact

- Changes or improvements in assessment results (quantitative or qualitative)
- Lessons learned and testimonials (optional)

#### 5. Sustainability and Scalability

- How the program is sustained or being expanded
- Potential for replication by other divisions or schools

### II. Technical Specifications

- **Duration:** Maximum of **5 minutes**
- **Format:** MP4, MOV, or AVI
- **Resolution:** At least 720p (HD)
- **Language:** English or Filipino (subtitles encouraged if using vernacular)
- **Credits:** Include acknowledgments and division contact details at the end

### III. Submission Instructions

- Rename the file as:  
**[DivisionName]\_LiteracyInnovation2025.mp4**  
(Example: *IlocosNorte\_LiteracyInnovation2025.mp4*)
- Submit the video to the Curriculum and Learning Management Division (CLMD) via the official Google Drive folder provided below:  
**<https://drive.google.com/drive/folders/1gY3EFPaL88-CDv7N4fUJakjqVHARGEgB>**
- Deadline for submission: June 20, 2025

## Guidelines for Presenters of Assessment Innovation

To complement the video presentations submitted by each Schools Division Office (SDO), one representative will deliver a brief oral presentation during the summit to explain and highlight key points of the featured literacy or assessment innovation.

### I. Objectives of the Presentation

- To provide a concise and meaningful overview of the SDO's literacy or assessment innovation.
- To share insights and implementation experiences that other divisions may replicate or adapt.
- To engage participants in understanding data-informed practices that address literacy challenges.

### II. Presenter Profile

Each SDO shall identify **one (1) presenter** who must:

- Be directly involved in the design or implementation of the literacy/assessment innovation.
- Be knowledgeable of the assessment data and its application to the program or intervention.
- Have good communication skills and the ability to engage with an education-focused audience.

### III. Presentation Guidelines

- **Time Allotment:** 5–7 minutes per presenter
- **Format:** Oral presentation with optional slide deck (PowerPoint format)
- **Slide Limit:** Maximum of **5 slides**, covering:
  1. Title Slide (with Division Name and Title of Innovation)
  2. Assessment Data/Problem Identified
  3. Description of Innovation or Strategy
  4. Results and Evidence of Impact
  5. Insights, Challenges, and Way Forward
- Visual aids should be clear, concise, and not text-heavy. Use photos, charts, or infographics where applicable.
- Presenters are expected to speak clearly and professionally, using either English or Filipino. Regional languages may be used but must be accompanied by translation or summary.