



2509-2439

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

Division Memorandum
No. 785 s. 2025

**CONDUCT OF CLASSROOM OBSERVATION AND INTERVIEW FOR
RECLASSIFICATION**

To: Assistant Schools Division Superintendent
Chief Education Supervisors
School Heads/OIC of Public Elementary and Secondary Schools

- Pursuant to the issuance of DepEd Order No. 24, s. 2025, this Office hereby informs the field regarding the conduct of the Caravan on the Implementation of the Expanded Career Progression for Teachers and School Heads. Due to the attendance of Education Program Supervisors and School Heads in different trainings the following is the new schedule for classroom observation and interview of applicants for reclassification

Activity /ies	Participants	Date	Time	Incharge
Classroom Observation, Annotation and Interview	Bulala Paratong ES for Master Teacher Applicants	September 29, 2025	2:30-5:00 PM	Paulino Aninag Jr.
Classroom Observation, Annotation and Interview	Camanggaan ES Raois ES CCES	September 30, 2025	7:30-5:00 PM	Solito Cortel Richard Agtutubo Ana Castor
Interview	All Schools	October 6-10, 2025	8:30-5:00 PM	Area Supervisors School Heads Master Teachers
Classroom Observation, Annotation and Interview	Vigan National High School East Vigan National High School West	October 6-10, 2025	8:30-5:00 PM	Area Supervisors School Heads Master Teachers
Classroom Observation, Annotation and Interview	Ilocos Sur National High School - SHS	Oct 6, 2025 Araling Panlipunan and Filipino Oct 7, 2025 ESP, Science &	7:30-5:00 PM	Salvador Avisa Raymond Florendo Janice Alonzo (AP, Science, Mapeh and English)



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		Mathematics Oct 8, 2025 TVL and MAPEH Oct 9, 2025 English October 10, 2025 October 13, 2025		Rommel Rabo Ricky Bosque Romano Quitevis (Filipino, Math, TVL) Rommel Rabo Raymond Florendo Salvador Avisa (Master Teacher Applicants) Buffer schedule for extension of interview
Classroom Observation, Annotation and Interview	Ilocos Sur National High School - JHS	October 6-7, 2025 (TLE and English) October 8-9, 2025 (Math and Science) October 10 & 13 (Values and Mapeh) October 14- 15, 2025 (Filipino and Araling Panlipunan) October 16, 2025	7:30-5:00 PM	Education Program Supervisor per learning Area Head Teachers each Learning Area Trained Master Teacher per learning area Elsie Amorin Raymond Florendo Editha Bagcal



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				(Master Teacher Applicants)
Interview of school heads for reclassification	Elementary and Secondary Level	October 9, 2025	9:00 AM SDO Conference Hall	HRMPSB

2. All Administrative Officers in the field are advised to assist and prepare the folders for reclassification of all qualified teachers and school heads for reclassification ready for evaluation on their scheduled dates.
3. All documents for reclassification of the qualified and validated teachers and school heads should be submitted to the Division Office on or before October 6, 2025, and RFTP on October 10, 2025.
4. This memorandum shall serve as a travel authority of all participants
5. Widest dissemination of this memorandum is desired.


VILMA D. EDA CESO V
Schools Division Superintendent



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