




MEMORANDUM

TO : Asst. Schools Division Superintendent (OIC)
CID Chief and SGOD Chief (OICs)
CID Supervisors
SGOD Supervisor and Specialists Concerned
Public Schools District Supervisors
Public Elementary and Secondary School Heads
All Others Concerned

FROM :  **DR. ROMMEL C. BAUTISTA, CESO V**
Schools Division Superintendent

SUBJECT : **ADDENDUM TO THE DIVISION ROLL-OUT OF LEARNING ACTION CELL (LAC)**

Date : June 19, 2018

In relation to the conduct of the Division Roll-Out of Learning Action Cell (LAC) to be held on Monday to Wednesday, June 25-27, 2018 at Loreland Farm and Resort, all school heads are requested to bring any or some of the following data with them:

1. Summary/Consolidation of the Developmental Needs of Teachers (IPCRF Part IV)
2. School Plan for Professional Development (SPPD)
3. Summary of Recommendation in the Observation of Teachers (for SY 2017-2018)
4. Consolidation of STAR Observation (for SY 2017-2018)
(Points for Improvement/Recommendations/Suggestions)
5. School Quarterly Test Results (All learning areas, SY 2017-2018)
6. Survey and analysis on the Training Needs of Teachers
7. Feedback of FGD with teachers on their training needs

For your information and compliance.