



Republic of the Philippines
Department of Education
 REGION IX, ZAMBOANGA PENINSULA
 SCHOOLS DIVISION OF DAPITAN CITY

Office of the Schools Division Superintendent

May 2, 2024

DIVISION MEMORANDUM

No. 73 s. 2024

**SCHEDULE OF ACTIVITIES RELATIVE TO RECRUITMENT AND EVALUATION
 OF TEACHER I APPLICANTS**

TO: OIC-Assistant Schools Division Superintendent
 Chief Education Supervisors (CID & SGOD)
 Public Schools District Supervisors/PICD
 Public Elementary and Secondary School Heads
 This Division

1. Pursuant to Division Memorandum No. 79 s. 2024 re: Call for Submission of Documents for Teacher I positions for School Year 2024 - 2025, below is the schedule of activities relative to the selection and recruitment process.

Timeline	Activity	Person In-Charge
May 6, 2024	Simultaneous Orientation of Teacher Applicants	Division Sub-Committee
May 6 - 7, 2024	Comparative Assessment through Classroom Observation using COT-RSP and Evaluation of Teacher Reflection through TRF	Division Sub-Committee
May 6 - 17, 2024	Comparative Assessment through Evaluation of Education, Experience, LET/PBET Rating, Specialized Training	Division Sub-Committee
May 24, 2024	Submission of Comparative Assessment (containing scores in Education, Teaching, Experience, LET/PBET Rating, Specialized Training and Skills and Classroom Observation and Teacher Reflection	Division Sub-Committee
May 27 - 28, 2024	Consolidation and Finalization of Comparative Assessment Results (CAR - RQA)	Division HRMPSB
May 30, 2024	Posting of CAR RQA	Division HRMPSB

2. The Division Human Resource Merit Promotion and Selection Board (HRMPSB) shall be composed of the following:



Sunset Boulevard, Dawo, 7101 Dapitan City

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Chairperson: AURELIO A. SANTISAS, CESE
Members: SHERLITO E. SAGAPSAPAN, CES - SGOD
VICENTE JOSE V. SUAREZ II, CES - CID
MICHELLE V. TORRES, SEPS - HRD
GEORDITO T. OLARIO, AO V
AMYTHYST FAITH O. DIAO, PERSONNEL
JOSE C. OVERA, PICD - IPED Representative
ELSA Q. ARANAS, PSDS - SPED Representative
Secretariat: KATHLEEN CLAIRE E. BULAY-OG, ADA VI

3. The following is the Composition of Division Sub-committees per district.

a. SULANGON DISTRICT:

Chairperson: Elsa Q. Aranas, PSDS - Sulangon District
Vice-Chair: Luna Luz B. Racho, EPS
Members: Bobbie E. Gurabot, SP III
Erna C. Gasatan, SP IV
Elbert A. Pon, SP I
Pacita E. Balladares, HT VI
Secretariat: All Administrative Officer IIs of the District

FOR JHS & SHS:

Chairperson: Elsa Q. Aranas, PSDS - Sulangon District
Vice-Chair: Jerry Perong, EPS
Members: Rey I. Jatiko, SP I
Divina Gracia C. Ferraren, HT I
Genevieve S. Adiong, HT I
Anna Enrile C. Adrias, ASP II
Secretariat: All Administrative Officer IIs of the District

b. DAPITAN CENTRAL DISTRICT:

Chairperson: Joy I. Cagbabanua, PSDS - Dapitan Central District
Vice-Chair: Horace Paul P. Cordova, EPS
Members: Rizza A. Daboda, SP IV
Belen R. Talic, SP IV
Helen T. Calaguian, SP III
Lyra L. Balladares, SP I
Secretariat: All Administrative Officer IIs of the District





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FOR JHS & SHS:

Chairperson: Joy I. Cagbabanua, PSDS – Dapitan Central District
Vice-Chair: Florence S. Gallemmit, EPS
Members: Allan D. Bendaño, SP I
Juvy S. Pestañas, ASP II
Aloha R. Lear, HT II
Julie Anne G. Lacay, HT I
Secretariat: All Administrative Officer IIs of the District

c. BARCELONA DISTRICT:

Chairperson: Cristina Z. Villoria, PICD – Barcelona District
Vice-Chair: Ma. Perga A. Cadiente, EPS
Members: Marlyn E. Esmade, SP IV
Gilyn E. Gallemmit, SP II
Love J. Abelo, SP I
Lynette B. Esparcia, SP I
Secretariat: All Administrative Officer IIs of the District

FOR JHS & SHS:

Chairperson: Cristina Z. Villoria, PICD – Barcelona District
Vice-Chair: Germanico C. Malacat, EPS
Members: JR Joseph Simed B. Saguin, SP III
Leah B. Acoymo, SP III
Joseph D. Quimiguing, HT III
Jessica S. Abellon, HT II
Secretariat: All Administrative Officer IIs of the District

d. BAYLIMANGO DISTRICT:

Chairperson: Jimmy B. Gahuman, PSDS – Baylimango District
Vice-Chair: Ann J. Agda, EPS
Members: Judycel Elumba, SP IV
Genelyn M. Dabodabo, SP III
Imelda F. Tan, SP II
Mercedita B. Obnimaga, SP IV
Secretariat: All Administrative Officer IIs of the District

FOR JHS & SHS:

Chairperson: Jimmy B. Gahuman, PSDS – Baylimango District



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Vice-Chair: Esmeralda Bagaipo, EPS
Members: Wency P. Amores, SP II
Marilou B. Monding, ASP II
Clarence A. Elumba, SP I
Glenda O. Acedo, HT II
Secretariat: All Administrative Officer IIs of the District

e. POTUNGAN DISTRICT:

Chairperson: Jose C. Overa, PICD - Potungan District
Vice-Chair: Jephone P. Yorong, EPS
Members: Camila Jeanette J. Debaloy, SP III
Jocelyn E. Acorin, SP IV
Eldie D. Robaro, SP I
Gemmaly O. Ruiz, SP I
Secretariat: All Administrative Officer IIs of the District

FOR JHS & SHS:

Chairperson: Jose C. Overa, PICD - Potungan District
Vice-Chair: Lindo O. Adasa, EPS
Members: Jofrey B. Malana, SP III
Riza A. Penaso, SP II
Secretariat: All Administrative Officer IIs of the District

- Expenses incurred during the conduct of said activity to cover meals and transportation of Division HRMPSB/Sub - Committees shall be charged against school MOOE or any available local funds subject to the usual budgeting, accounting, and auditing rules and regulations.
- Immediate dissemination of and strict compliance with this Memorandum is directed.


DANNY B. CORDOVA, EdD, CESO VI
Schools Division Superintendent

