



4754

Republic of the Philippines  
**Department of Education**  
Region v  
**SCHOOLS DIVISION OF SORSOGON**

January 13, 2020


DIVISION MEMORANDUM

NO. 016, s, 2020

To: Asst. Schools Division Superintendent  
CID Chief  
Education Program Supervisors  
Cluster Heads  
Secondary School Heads  
Senior High School Coordinators  
All Other Concerns

**CONDUCT OF THE FOCUS GROUP DISCUSSION (FGD)  
OF THE SELECTED SENIOR HIGH SCHOOL COORDINATORS IN  
THE DIVISION OF SORSOGON**

1. This is to inform the field of the plan of the Division to conduct a **Division of Sorsogon Senior HS Curriculum Implementation and Development (DSHCID) Strategic Assessment and Planning (SAP)** set this May 6-8, 2020. Relative to this there will be a **Focus Group Discussion (FGD) and planning to be participated in by three (3) Senior HS Coordinators from each Cluster in the Division on January 24, 2020 (Friday), 8:00 o'clock in the morning and onwards at the Subat National High School**. In case the cluster has more than three (3) Senior HS Coordinators, the Cluster participants will be decided by the Cluster Head.
2. The purpose of this activity is to gather data, prepare the participants and set common area and direction for a strengthened implementation of the Senior High School Program of the Division.
3. For your information, guidance and compliance.

  
**JOSE L. DONCILLO, CESO V**  
Schools Division Superintendent



Capitol Compound, Brgy. Burabod, Sorsogon City 4700  
(056) 421-5415

[sorsogon@deped.gov.ph](mailto:sorsogon@deped.gov.ph)  
[depedsorsogon.com.ph](http://depedsorsogon.com.ph)



#31 1.2.2020

Republic of the Philippines  
**Department of Education**  
Region v  
**SCHOOLS DIVISION OF SORSOGON**

---

January 2, 2020

**JOSE L. DONCILLO, CESO V**  
Schools Division Superintendent  
Division of Sorsogon  
Capitol Compound Sorsogon City

Sir:

In response to the outcome based of the two months Senior HS Curriculum Monitoring of the undersigned, a **Division of Sorsogon Senior HS Curriculum Implementation and Development (DSHCID) Strategic Assessment and Planning (SAP)** is deemed necessary and set this May 6-8, 2020.

The procedure will entails workshops, talks and assessment in order to polish the bright ideas given by the team of planner having in mind such development to be achieved. The process is holistic hence it will cater to the varying needs and areas of development of all the KRA's as incorporated in the training design. The output developmental plan has something to be proud of for it entails ownership on the part of the team planner, and working together of their made plans has a big impact on the achievements.

The said planning- workshop will be participated in by all Senior HS School Coordinators of all Senior HS implementers in the Division and the Asst. Senior High School Principal assigned in the big schools. In preparation of the said, **may I ask permission from your good office to conduct a Focus Group Discussion (FGD) to be participated in by at least three (3) Senior HS Coordinators from each Secondary Cluster in the Division on January 24, 2020 (Friday).** The purpose of which is to gather data, prepare the participants and set common area and direction where the SAP process intends to be taken as far as the workshop and discussion are concern.

Attached herewith are the Training Program Proposal, Matrix, as well as the process and session flow.



Capitol Compound, Brgy. Burabod, Sorsogon City 4700

(056) 421-5415

[sorsogon@deped.gov.ph](mailto:sorsogon@deped.gov.ph)

[depedsorsogon.com.ph](http://depedsorsogon.com.ph)



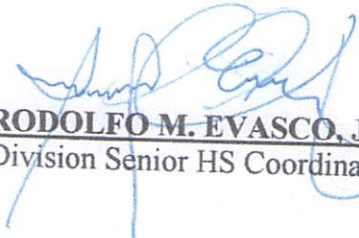
Republic of the Philippines  
**Department of Education**  
Region v  
**SCHOOLS DIVISION OF SORSOGON**

---


I am hoping for your acceptance, your approval and your usual support as to this initiative of your people in the field.

Thank you very much.


Very truly yours,

  
**RODOLFO M. EVASCO, JR.**  
Division Senior HS Coordinator

Recommending Approval:

  
**ROLANDO F. EMBILE**  
Schools Division CID Chief

**APPROVED:**

  
**JOSE L. DONCILLO, CESO V**  
Schools Division Superintendent



Capitol Compound, Brgy. Burabod, Sorsogon City 4700  
(056) 421-5415

[sorsogon@deped.gov.ph](mailto:sorsogon@deped.gov.ph)  
[depedsorsogon.com.ph](http://depedsorsogon.com.ph)