



Republic of the Philippines  
**Department of Education**  
Region V  
Schools Division of Sorsogon


February 14, 2020

**DIVISION MEMORANDUM**  
No. 44, s. 2019

To: Asst. Schools Division Superintendent  
Education Program Supervisors  
Public Schools District Supervisors  
Elementary and Secondary School Heads

**ORIENTATION OF EPSs, PSDSs, SCHOOL HEADS, STUDENT-TEACHING  
COORDINATORS OF TEACHER EDUCATION INSTITUTIONS (TEIS)  
ON COACHING AND MENTORING PRE-SERVICE TEACHERS**

1. To ensure compliance to and consistency in the implementation of Module on Coaching and Mentoring for Cooperating Teachers, there shall be a special orientation of the same concern on February 21, 2020 at 3:00 pm at SDO Conference Hall.
2. The activity aims to:
  - Orient EPSs, PSDSs, School Heads and TEI Student-teaching Coordinators/Focal Persons on Coaching and Mentoring Module for Cooperating Teachers;
  - Give updates to all concerned re: Coaching and mentoring pre-service teachers.
3. Participants to this activity are the Education Program Supervisors in-charge of the district, Public Schools District Supervisors of identified districts, School Heads of cooperating schools, and Student-teaching Coordinators of Teacher Education Institutions (see attached list of participants).
4. Transportation and other incidental expenses of participants shall be charged against respective School MOOE/local funds, while meals, transportation and other incidental expenses of the training staff are chargeable against Division MOOE subject to the usual accounting and auditing rules and regulations.
5. For information, dissemination and compliance of all concerned.

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



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(Attachment to ATC- Orientation of EPSSs, PSDSs, School Heads, Student-teaching Coordinators of Teacher Education Institutions (TEIs) on Coaching and Mentoring PSTs)  
**LIST OF PARTICIPANTS**

Municipality	PARTICIPANTS					TOTAL
	Teacher Education Institutions (Coordinators)	Education Program Supervisors (Monitoring)	Public Schools District Supervisors (PSDSs)	School Heads		
				ELEM	SEC	
Bulan	3	2	2	20	3	30
Matnog	0	1	1	2	1	5
Prieto Diaz	0	1	1	1	0	3
Gubat	0	1	1	1	0	3
Donsol	1	1	1	1	0	4
Casiguran	1	1	1	4	0	7
Pilar	1	1	1	1	3	7
Bulusan	0	1	1	2	3	7
Irosin	1	1	1	8	1	12
JUBAN	0	1	1	3	0	5
<b>TOTAL</b>	<b>7</b>	<b>11</b>	<b>11</b>	<b>43</b>	<b>11</b>	<b>83</b>

**EXECUTIVE COMMITTEE**

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

**MA. JEANY T. POSTRADO, Ed.D.**  
 Asst. Schools Division Superintendent

**FLORENCIO P. BERMUNDO**  
 Ed.D.

SGOD Chief

**ROLANDO F. EMBILE,**

CID Chief

**WORKING COMMITTEE**

**LINY B. GREFAL**  
 P-II/Division Coordinator/Program Chair

COMMITTEES	PERSON/S-IN-CHARGE
Program/Invitation, AVP (Opening Program) & Documentation	Liny B. Grefal
Registration/Attendance/Certificates	Sheila Viray/Liny B. Grefal
Hall and Stage decoration	Rafael Bejerano
IT Support	Rina Despuig



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