



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

Office of the Schools Division Superintendent

16 October 2025

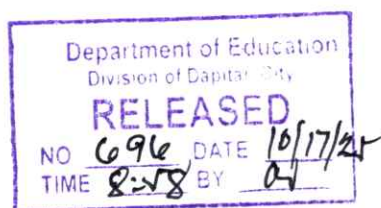
**DIVISION MEMORANDUM**

No. 696, s. 2025

**SEMINAR-WORKSHOP ON TEACHING INSTRUCTION ACROSS  
LEARNING AREAS FOR NON-MAJORS**

TO: Asst. Schools Division Superintendent  
Chief Education Supervisors (SGOD and CID)  
Education Program Supervisors  
Public Schools District Supervisors/PICDs  
All Elementary and Secondary School Heads  
Administrative Officer V  
This Division

1. In support of the Division's thrust to strengthen instructional delivery and learner outcomes, this Office shall conduct a Seminar-Workshop on Teaching Instruction Across Learning Areas for Non-Majors on **October 27-29, 2025** at Dapitan City National High School, Dapitan City, from **8:00 AM to 5:00 PM** daily.
2. The activity aims to address the needs of teachers handling subjects outside their field of specialization by enhancing their pedagogical content knowledge, assessment literacy, and cross-curricular strategies aligned with the Revised K to 10 MATATAG Curriculum.
3. The participants of this activity are **teachers handling subjects outside their field of specialization**, for **secondary levels**, as endorsed by their respective School Heads. Priority shall be given to first-time non-majors and those teaching core learning areas.
4. All expenses for the conduct of the seminar-workshop, including meals, training materials, and supplies, shall be charged against HRD Funds to the usual accounting and auditing rules and regulations.
5. Participants who will render services during Saturdays, Sundays, or Holidays shall be granted Vacation Service Credits pursuant to DepEd Order No. 013, s. 2024. School Heads and non-teaching personnel who render services beyond office hours shall be entitled to Compensatory Overtime Credit (COC) per CSC and DBM Joint Circular No. 2, s. 2004.
6. Immediate and wide dissemination of this Memorandum is desired.



Digitally signed by  
Jay S. Montealto  
Date: 2025.10.16  
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**JAY S. MONTEALTO, CESO VI**  
Schools Division Superintendent



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**Division Program Management Team**

Over-all Lead	SDS Jay S. Montealto, EdD, JD, CESO VI	
	OIC- ASDS Aurelio A. Santisas, CESE	
Over-all Program Managers	CES Sherlito E. Sagapsapan (SGOD)	
	CES Vicente Jose V. Suarez II (CID)	
Program Manager	SEPS Michelle V. Torres	
Learning Manager	EPS II Vicente Ramon V. Suarez II	
Monitoring and Evaluation	SEPS Nueva A. Andag, Lourence R, Reyes, ITO	
Secretariat/Documenter	EPS Noel P. Mangubat, EPS II Johann Andrei A. Ladera, Anthon John S. Soriano	
Welfare Officer	Doctor Glenn E. Mohametano	
	Nurse Gwilym C. Elumba	
	Elvie H. Page	
	Joyce S. Martillano	
	Marita S. Gaburno	
	Silvan Elmer S. Gemperoso	
	Bryan B. Deripas	
	Norbelle M. Lourente	
	Logistics Officer	Jidelle P. Garcia
	Finance Officer	Olga P. Miranda, JD, Rosa Belinda P. Gemperoso