



Republic of the Philippines
Department of Education
Region VII, Central Visayas
DIVISION OF CITY SCHOOLS – TAGBILARAN
City of Tagbilaran



Rajah Sikatuna Avenue, Dampas, Tagbilaran City, Bohol 6300 (038) 544-2147; 427-1702 dtagbilarancitydivision@yahoo.com www.depedtagbilaran.org

June 18, 2019

Division Memorandum
No. 267, s. 2019

DEPLOYMENT OF TEACHERS

To : Public Elementary and Secondary School Heads
Public Elementary and Secondary School Teachers
All Others Concerned

1. Pursuant to DO no. 22 s. 2013, "Revised Guidelines on the Transfer of Teacher from one station to another", stated among others that the paramount consideration for deployment of teacher is the Teacher Learners Ratio.
2. Hence, as an initiative of this Office the Template for Determining Teacher Needs is an essential basis for teacher's deployment and transfer, including master teachers and head teachers as the needs arises.
3. Kindly refer to the herein attached *enclosure A* "Worksheet in Determining Teacher's Needs", for your perusal.
4. For information and guidance.

NERI C. OJASTRO, Ed.D., CESE
Officer-In-Charge
Office of the Schools Division Superintendent

Enclosure A

DIVISION - TAGBILARAN CITY

WORKSHEET IN DETERMINING TEACHER NEEDS
(Based on June 10, 2019 enrolment)

No.	NAME OF SCHOOL	Kinder						Grade 1						Grade 2						Grade 3					
		Enrolment	No of Classes to be Organized	Existing No. of Tchrs.	Desired No of Tchrs	Teacher Need	Excess	Enrolment	No of Classes to be Organized	Existing No. of Tchrs.	Desired No of Tchrs	Teacher Need	Excess	Enrolment	No of Classes to be Organized	Existing No. of Tchrs.	Desired No of Tchrs	Teacher Need	Excess	Enrolment	No of Classes to be Organized	Existing No. of Tchrs.	Desired No of Tchrs	Teacher Need	Excess
1	Bool Elementary School	52	2	1	1	0	0	67	2	3	2	0	1	57	2	2	2	0	0	53	2	2	2	0	0
2	Booy Elementary School	49	2	1	1	0	0	76	2	2	2	0	0	62	2	2	2	0	0	71	2	2	2	0	0
3	Booy South Elem. School	64	3	2	2	0	0	67	2	2	2	0	0	74	2	2	2	0	0	64	2	2	2	0	0
4	Cabawan Elementary School	29	1	1	1	0	0	36	1	1	1	0	0	26	1	1	1	0	0	27	1	1	1	0	0
5	City East Elementary School	117	4	3	2	0	1	120	3	4	3	1	1	116	3	3	3	0	0	71	2	3	2	0	1
6	Cogon Elementary School	129	5	4	4	0	0	185	5	6	5	1	1	172	4	5	4	0	1	151	5	5	5	0	0
7	Dampas Elementary School	99	4	2	2	0	0	100	3	3	3	0	1	121	3	3	3	0	0	83	2	3	3	0	0
8	Dao Elementary School	105	4	2	2	0	0	103	3	3	3	0	0	106	3	3	3	0	0	93	3	3	3	0	0
9	Eastern Cogon Elem. School	70	3	2	2	0	0	83	3	3	3	0	0	72	2	2	2	0	0	57	2	2	2	0	0
10	Manga Elementary School	113	5	3	3	0	0	145	4	4	4	0	0	135	3	3	3	0	0	121	3	4	3	0	1
11	Mansasa Elementary School	30	2	1	1	0	0	51	2	2	2	0	0	39	1	2	1	0	1	30	1	1	1	0	0
12	San Isidro Elementary Sch.	35	2	1	1	0	0	46	2	2	2	0	0	56	2	2	2	0	0	45	2	2	2	0	0
13	Tagbilaran City Central ES	165	6	5	3	0	2	227	6	8	6	0	2	288	7	8	7	0	1	257	7	8	7	0	1
14	Tagbilaran City - SPED Center		0		0	0	0	32	1	1	1	0	0	35	1	1	1	0	0	33	1	1	1	0	0
	Hearing Impaired	6		1		0	1	4		1		0	1	8				0	0	5		1		0	1
	Non- Graded	5	0		0	0	0	0			0	0	0				0	0	0				0	0	0
15	Taloto Elementary School	54	2	1	1	0	0	55	2	2	2	0	0	66	2	2	2	0	0	45	2	2	2	0	0
16	Tipip Elementary School	45	2	1	1	0	0	51	2	2	2	0	0	63	2	2	2	0	0	35	1	1	1	0	0
17	Ubujan Elementary School	53	2	2	1	0	1	90	3	3	3	0	0	80	2	2	2	0	0	83	2	2	2	0	0
	TOTAL	1220	49	33	27	0	6	1538	43	52	43	0	9	1546	40	45	41	0	5	1324	37	45	40	0	5

Kindergarten = 25 in a class maximum of 30 learners

Grades 1-2 = 40 in a class maximum 50 learners

Grade 3 = 45 in a class maximum of 55 learners

Grades 4-6 = 45 in a class maximum of 55 learners

DIVISION - TAGBILARAN C

WORKSHEET IN DETAIL

(Based on June 10, 2019 enrol)

No.	NAME OF SCHOOL	Grade 4						Grade 5						Grade 6						TOTAL (Grade 1 to 6)						Remarks
		Enrolment	No of Classes to be Organized	Existing No. of Tchrs.	Desired No of Tchrs	Teacher Need	Excess	Enrolment	No of Classes to be Organized	Existing No. of Tchrs.	Desired No of Tchrs	Teacher Need	Excess	Enrolment	No of Classes to be Organized	Existing No. of Tchrs.	Desired No of Tchrs	Teacher Need	Excess	Enrolment	No of Classes to be Organized	Existing No. of Tchrs.	Desired No of Tchrs	Teacher Need	Excess	
1	Bool Elementary School	58	2	2	3	1	0	53	2	2	3	1	0	68	2	3	3	1	0	408	13	15	15	3	2	
2	Booy Elementary School	70	2	2	3	1	0	68	2	2	3	1	0	81	2	3	3	0	0	477	12	14	15	1	1	
3	Booy South Elem. School	52	2	2	3	1	0	61	2	3	3	0	0	78	2	3	3	0	0	460	14	16	17	2	1	
4	Cabawan Elementary School	27	1	1	1	0	0	35	1	2	1	0	1	28	1	2	1	0	1	208	5	9	6	0	3	
5	City East Elementary School	116	3	4	4	0	0	123	3	4	5	1	0	133	3	4	5	1	0	795	20	25	23	2	4	
6	Cogon Elementary School	173	4	6	6	0	0	179	5	7	8	1	0	188	5	7	8	1	0	1177	33	40	41	3	2	
7	Dampas Elementary School	85	2	4	3	0	1	106	3	5	5	0	0	118	3	4	4	0	0	712	19	24	23	0	1	
8	Dao Elementary School	106	3	4	5	1	0	113	3	5	5	0	0	106	3	4	5	1	0	732	21	24	25	2	1	
9	Eastern Cogon Elem. School	60	2	2	3	1	0	73	2	3	3	0	0	66	2	3	3	0	0	481	15	17	18	2	0	
10	Manga Elementary School	114	3	5	5	0	0	118	3	5	4	1	1	134	4	4	7	4	0	880	24	27	29	4	2	
11	Mansasa Elementary School	49	2	2	3	1	0	54	2	3	3	0	0	52	2	3	3	0	0	305	12	14	15	2	1	
12	San Isidro Elementary Sch.	37	1	1	1	0	0	63	2	2	3	1	0	57	2	3	3	0	0	339	13	13	15	2	0	
13	Tagbilaran City Central ES	242	6	10	10	0	0	265	6	10	10	0	0	291	7	10	12	2	0	1705	45	59	54	2	6	
14	Tagbilaran City - SPED Center	31	1	1	1	0	0	32	1	2	1	1	1	31	1	2	1	0	1	194	4	8	6	0	2	
	Hearing Impaired	5				0	0	3		1		1	1	4				0	0	35	0	4	0	0	4	
	Non-Graded		0		0	0	0		0		0	0	0		0		0	0	0	5	0	0	0	0	0	
15	Takolo Elementary School	67	2	1	3	2	0	59	2	3	3	0	0	75	2	3	3	0	0	421	13	14	16	3	1	
16	Tipip Elementary School	59	2	3	3	0	0	58	2	3	3	0	0	70	3	3	5	2	0	381	13	15	17	3	0	
17	Ubujan Elementary School	70	2	3	3	0	0	86	2	3	3	0	0	77	2	3	3	0	0	539	15	18	17	1	1	
	TOTAL	1420	38	53	63	11	1	1549	40	65	68	7	4	1657	43	63	72	12	3	10254	291	356	354	30	32	

Kindergarten = 25 in a class

Grades 1-2 = 40 in a class m.

Grade 3 = 45 in a class maxi

Grades 4-6 = 45 in c class m:

12 teachers existing

1 only paid teacher handling grade 4

DIVISION - TAGBILARAN CITY

WORKSHEET IN DETERMINING TEACHER NEEDS
(Based on June 10, 2019 enrolment)

No.	NAME OF SCHOOL	Grade 7						Grade 8						Grade 9						Grade 10						TOTAL (Gr 7 to 10)						Remarks
		Enrolment	No of Classes to be Organized	Desired No of Tchrs	Existing No. of Tchrs.	Teacher Needs	Excess	Enrolment	No of Classes to be Organized	Desired No of Tchrs	Existing No. of Tchrs.	Teacher Need	Excess	Enrolment	No of Classes to be Organized	Desired No of Tchrs	Existing No. of Tchrs.	Teacher Needs	Excess	Enrolment	No of Classes to be Organized	Desired No of Tchrs	Existing No. of Tchrs.	Teacher Need	Excess							
1	Cogon High School Evening Class	222	5	7	7	0	0	188	5	8	7	1	0	160	4	6	8	0	2	204	4	7	8	0	1	774	17	29	30	2	3	
2	Dr. Cecilio Putong National High School	1,209	28	42	48	0	6	1,088	26	43	42	1	0	1,113	26	43	47	0	4	945	23	38	40	0	2	4,355	103	172	177	1	11	
3	Manga High School	238	6	9	10	0	1	283	5	8	8	0	0	212	5	8	9	0	1	226	5	8	10	0	2	959	21	35	37	0	4	
4	Mansasa High School	168	4	6	6	0	0	195	4	7	6	1	0	170	3	5	6	0	1	164	3	5	6	0	1	697	14	23	24	1	2	
5	San Isidro High School	77	2	3	5	0	2	82	2	3	5	0	2	70	2	3	5	0	2	79	2	3	5	0	2	308	7	11	20	0	9	
6	Tagb. City Science High School	105	3	5	6	0	2	103	3	5	6	0	1	101	3	5	6	0	1	98	3	5	6	0	1	407	12	20	24	0	5	
7	Tagbilaran High School for Hearing Impaired	13	1	2	1	1	0	5	1	2		2	0	16	1	2	1	1	0	18	1	2		2	52	4	7	2	5	0		
	TOTAL	2,032	48	73	83	1	11	1,944	46	77	74	6	3	1,842	43	71	82	1	11	1,734	41	68	75	2	9	7,552	178	297	314	9	35	

* 45 learners/ maximum of 55 per class

*Teacher - 1 per class with specialization factor (5 teachers in every 3 classes)

2 city paid and 2 volunteer

DIVISION - TAGBILARAN CITY

WORKSHEET IN DETERMINING TEACHER NEEDS
(Based on June 10, 2019 enrolment)

No.	NAME OF SCHOOL	Grade 11						Grade 12						TOTAL (Gr 11 to 12)						Remarks/Needs
		Enrolment	No of Classes to be Organized	Desired No of Tchrs	Existing No. of Tchrs.	Teacher Needs	Excess	Enrolment	No of Classes to be Organized	Desired No of Tchrs	Existing No. of Tchrs.	Teacher Needs	Excess	Enrolment	No of Classes to be Organized	Desired No of Tchrs	Existing No. of Tchrs.	Teacher Need	Excess	
1	Cogon High School Evening Class	132	2	3	3	0	0	59	2	3	2	1	0	191	4	6	5	1	0	housekeeping major
2	Dr. Cecilio Pulong National High School	1,064	25	38	26	12	0	1,040	23	35	26	9	0	2,104	48	72	52	20	0	
3	Manga High School	180	5	7	8	0	1	144	4	6	8	0	2	324	9	13	16	0	3	
4	Mansasa High School	101	2	3	5	0	2	58	1	2	5	0	3	159	3	5	10	0	5	
5	San Isidro High School	28	1	1	0	1	0	0	0	0	0	0	0	28	1	1	0	1	0	Filipino major
6	Tagb. City Science High School	137	4	6	6	0	0	117	4	6	5	1	0	254	8	12	11	1	0	
	TOTAL	1,642	38	57	48	13	3	1,418	34	52	46	11	5	3,060	73	109	94	23	8	

* 40 students, single

* 9 teachers in every 6 classes