




Republic of the Philippines
Department of Education
REGION VII - CENTRAL VISAYAS
DIVISION OF CITY SCHOOLS - TAGBILARAN CITY

**Office of the Schools Division
Superintendent**

DIVISION MEMORANDUM
MLA-2023- 172

TO : Lemuel Barol - **TCCES- SPED**
Grace Marie Campos- **TCSHS**
Dulce Alma A. Lopos – **Dampas ES**
Alberto Tibod Jr. – **Mansasa NHS**
Anacleta K.Perez PhD – **Holy Trinity Foundation**
Dolores Dahab – **DCPNHS**

FROM : **WILFREDA D. BONGALOS PhD CESO V** 
Schools Division Superintendent
Office of the Schools Division Superintendent

SUBJECT : **Submission of Written Observation Reports for Field Study
Students**

DATE : October 27, 2023

1. To create a more effective and transparent system for teacher observation and evaluation, a written observation report from resource teachers of our field study students from Holy Name University deployed in your school starting last October 23,2023 till November 17,2023 is required.
2. From their written reports you are to consolidate their feedback and submit to our EPSvr- SGOD Ma. Antonette P. Dugang. These will then provide a documented record of observation which can be valuable for various reasons, better data for professional development, improve transparency in the observation process and evaluation.
3. You, together with the resource teachers can present suggestions, address gaps or concerns if any. (during a group discussion if possible)
4. Your collaboration on this regard is very vital.

WDB/JAL/SGOD/MCC/mapd



Address: H. Zamora St., Dampas, Tagbilaran City, Bohol
Telephone Nos.: (038)427-1702; (038)427-2506; (038)422-8177
(038)427-6718; (038)544-2147
Email Address: tagbilarancity.division@deped.gov.ph