Republic of the Philippines
Department of Education
CORDILLERA ADMINISTRATIVE REGION
Schools Division of Tabuk City

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Office of the Schools Division Superintendent

November 09, 2026

DIVISION MEMORANDUM
No. 508 s, 2026

ATTENDANCE TO THE CONDUCT OF TRAINING OF ENHANCING SUPERVISORY SKILLS OF INSTRUCTIONAL LEADERS

To: Assistant Schools Division Superintendent
Elementary and Secondary Schools
All Others Concerned

1. In line with the Department of Education's continuing commitment to strengthening instructional leadership and promoting the professional development of school leaders, the Schools Division Office of Tabuk City, through the School Governance and Operations Division – Human Resource Development Section (SGOD-HRDS), announces the conduct of the **Training on Enhancing Supervisory Skills of Instructional Leaders** on **November 11–13, 2026**, at Kagitingan and Katapatan Halls, Schools Division Office of Tabuk City.

2. The training aims to enhance the supervisory competencies of instructional leaders in providing effective instructional supervision, facilitating evidence-based teacher professional development, and strengthening the monitoring and evaluation of teaching and learning processes through the systematic design and development of standards-aligned, needs-based, and research-informed Professional Development Plans (PDPs) for School-Based INSET, ultimately contributing to improved teaching practices and the delivery of quality basic education.

3. The participants in this activity shall include all School Heads of public elementary and secondary schools, together with the Administrative Officer II (AO II).

4. Immediate dissemination of this Memorandum is desired.

CHRISTOPHER C. BENIGNO PhD, EdD, CESO VI
Assistant Schools Division Superintendent
OIC-Schools Division Superintendent