



Republic of the Philippines
Department of Education
REGION III
SCHOOLS DIVISION OFFICE OF BATAAN

JUN 11 2025

DIVISION MEMORANDUM

No. 234, s. 2025

**STRATEGIC PLANNING OF ENGLISH AND FILIPINO
SECONDARY SCHOOL AND ELEMENTARY SCHOOL HEAD
COORDINATORS FOR SY 2025-2026**

TO: Assistant Schools Division Superintendent
Chief, Curriculum Implementation Division
Public Elementary and Secondary School Heads
Secondary Head Teachers in English and Filipino
Elementary School Head Coordinators in English and Filipino
All Others Concerned


1. To ensure alignment of the Division's initiatives in English and Filipino with the goals of the Department of Education and to strengthen instructional leadership at the school level, the Schools Division Office of Bataan shall conduct a Strategic Planning Session for Secondary School Heads and Elementary School Head Coordinators for English and Filipino.
2. This activity will be held on June 13, 2025 (Friday), 1:00 PM at Bulwagan ng mga Bayani at Banal (BBB), SDO Bataan Kabukiran, Calaylayan, Abucay, Bataan.
3. The planning session aims to:
 - a. Review the accomplishments and challenges in the implementation of English and Filipino programs for the previous school year;
 - b. Identify priority areas and strategies for SY 2025-2026;
 - c. Strengthen coordination and collaboration between elementary and secondary levels; and
 - d. Set dear targets for improving literacy and language instruction across schools.
4. The expected participants are the Secondary Head Teachers and Elementary School Head Coordinators in English and Filipino.



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5. Participants are advised to bring a copy of their respective school accomplishment reports related to English and Filipino programs, as well as their proposed initiatives for the upcoming school year.
6. Travel and other incidental expenses relative to participation in this activity shall be charged against local funds, subject to the usual accounting and auditing rules and regulations.
7. This Memorandum shall serve as the Travel Authority of the participants.
8. Immediate dissemination of and compliance with this memorandum is desired.


CAROLINA S. VIOLETA, EdD, CESO V
Schools Division Superintendent 

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