



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

DIVISION LETTER
No. 100, s. 2026

OCT 06 2026

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
All Others Concerned

This Office informs all concerned that there will be Face-to-Face meetings on the Unified Examination Process and Dashboard Reporting of Xepto Education, for the following focal persons and their respective schedules:

Date	October 07, 2026		
Venue	SDO Conference Room, 3rd Floor SDO Bataan, Calaylayan, Abucay, Bataan		
Time	Agenda	Participants	
1:00 PM	Unified Examination Process	Education Supervisors	Program
2:00 PM	Dashboard Reporting and	Public Schools District Supervisors	

Please see the attached letter from Jerald Mariñas, Director, Business Development, Xepto Education, for further details.

This Letter also serves as the Travel Authority of the Public Schools District Supervisors.

Immediate and wide dissemination of this Letter is desired.


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

CI4



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2. Dashboard and Reporting – 2:00 PM

Participants: Division Education Program Supervisors (EPS) and Provincial School District Supervisors (PSDS)

The second session will focus on the **dashboard and reporting capabilities of the LMS**, with the objective of providing the Division's supervisory heads with greater visibility of the available reports and data generated from the platform.

The discussion will focus on how the dashboards and reports can support the supervisors and PSDS in **reviewing, interpreting, and analyzing learner and school-level data**, and in using these insights to better monitor performance and identify areas that may require appropriate intervention or support.

We believe that bringing together the concerned EPS and PSDS will provide an opportunity to align on the information that is most relevant to their respective supervisory roles and to ensure that the dashboard and reporting system is responsive to the Division's actual monitoring and decision-making needs.

We respectfully propose the following schedule:

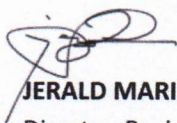
Time	Agenda	Participants
1:00 PM	Unified Examination Process	Division Education Program Supervisors (EPS)
2:00 PM	Dashboard and Reporting	EPS and Provincial School District Supervisors (PSDS)

We believe that these discussions will strengthen our collaboration with the Division and help ensure that the Xepto LMS continues to support not only standardized assessment but also **data-driven monitoring and decision-making**.

We would greatly appreciate your support in facilitating the participation of the concerned EPS and PSDS on the proposed date and time.

Thank you very much for your continued support and partnership. We look forward to another productive engagement with the Schools Division of Bataan.

Respectfully yours,



JERALD MARIÑAS

Director, Business Development

Xepto Education

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October 5, 2026

DR. CAROLINA S. VIOLETA, CESO V

Schools Division Superintendent

Department of Education - Schools Division of Bataan

Abucay, Bataan

Subject: Request for Meeting on the Unified Examination Process

Subject: Request for Face-to-Face Meetings on the Unified Examination Process and Dashboard Reporting

Dear Dr. Violeta:

Warm greetings!

We respectfully seek your support for a **face-to-face meeting with the concerned Division personnel on October 7, 2026 (Wednesday)** to discuss two important areas related to the continuing implementation and utilization of the Xepto Learning Management System (LMS) in the Schools Division of Bataan.

As previously arranged and approved, Xepto will be in Bataan on the said date for discussions concerning the **dashboard and reporting system**. In view of this, we would like to maximize engagement by proposing the following two sessions:

1. Unified Examination Process – 1:00 PM

Participants: Education Program Supervisors (EPS)

Over the years of our partnership with the Schools Division of Bataan, Xepto has supported the implementation of a **Unified Examination across participating Junior High School and Senior High School levels**, with the examinations deployed through the LMS. This initiative has provided a common assessment experience and a more standardized measure of learner competencies across participating schools.

As the implementation continues, we have identified opportunities to further improve the process, particularly in the **preparation, validation, configuration, and deployment of examination materials** within the LMS.

The meeting aims to provide an opportunity for Xepto to better understand the process and requirements from the perspective of the Education Program Supervisors, while also sharing the corresponding technical and back-end processes undertaken by Xepto. Through this discussion, we hope to identify process gaps, clarify requirements and responsibilities, minimize errors, and establish a more streamlined workflow for future Unified Examinations.

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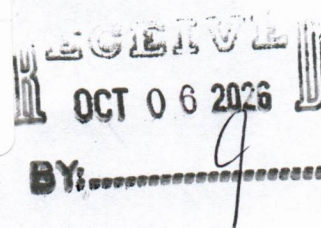
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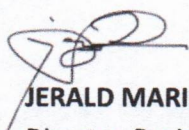
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JERALD MARIÑAS

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