



Republic of the Philippines
Department of Education

REGION I

SCHOOLS DIVISION OF THE CITY OF BATAC

12 FEB 2026

DIVISION MEMORANDUM

No. 109, s. 2026

CONDUCT OF CLASSROOM OBSERVATION AT FERDINAND E. MARCOS SENIOR HIGH SCHOOL

To: Assistant Schools Division Superintendent
Chief Education Supervisor, CID
Section and Unit Heads
Secondary School Heads
All Others Concerned

1. In response to the request of Ferdinand E. Marcos Senior High School (FEMSHS), the following personnel are hereby designated to conduct classroom observations for the Fourth Quarter of School Year 2025–2026:

Name of Personnel	Office/School
1. Dr. Zorayda S. Paguyo	SDO-CID
2. Dr. Lovely Jane Durante	CMVNHS
3. Mr. Marlon L. Lumang	BNHS
4. Ms. Michelle Agulay	GARSHS
5. Mrs. Clarafina Versoza	CBNHS Poblacion
6. Mr. Norman Battulayan	CBNHS Poblacion

2. The identified observers shall coordinate with the School Principal of FEMSHS to determine a schedule that is convenient and agreeable to both parties.

3. Moreover, the activity shall be undertaken during the teacher's assigned ancillary period to ensure that instructional time and learner engagement remain uninterrupted.

4. Enclosed is the request letter of the School Principal I of FEMSHS for reference.

5. For information and guidance.

ANSELMO R. ALUDINO
Schools Division Superintendent

By the Authority of the SDS:

ARNEL S. BANDIOLA
Assistant Schools Division Superintendent

Encl.: Request Letter

Reference: None

To be included in the Perpetual Index
Under the following subject:

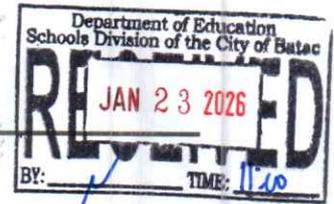
CLASSROOM
PERFORMANCE

CID/EBN/DM-Request to Observe Classes
/26053/February 11, 2025



Republic of the Philippines
Department of Education
 REGION I

SCHOOLS DIVISION OF THE CITY OF BATAC
 FERDINAND E. MARCOS SENIOR HIGH SCHOOL
 BARANGAY 1-S VALDEZ, CITY OF BATAC, ILOCOS NORTE



January 23, 2026

ANSELMO R. ALUDINO

Schools Division Superintendent
 Schools Division of the City of Batac

Sir:

Warm greetings!

In consonance with DepEd Memorandum No. 089, s. 2025, entitled “*Guidelines on the Multi-Year Performance Management and Evaluation System (PMES) for Teachers for School Years 2025–2028*,” Ferdinand E. Marcos Senior High School will conduct the second full-period classroom observation during the Fourth Quarters of School Year 2025–2026, in compliance with the PMES cycle.

Moreover, the said memorandum explicitly provides that:

“If there are multiple observers, only the subject specialist is expected to rate Indicator 1.1.2 / 1.1.3 / 1.1.4. If there is only one observer, he or she rates Indicator 1.1.2 / 1.1.3 / 1.1.4.”

In line with this provision, and to ensure technical accuracy, objectivity, and the faithful implementation of the PMES, we respectfully request the Master Teachers and the Education Program Supervisor who are subject specialists in different subjects to serve as observers during the second classroom observation, as indicated below:

Name of Teacher	School	Date and Time of Observation
Dr. Zorayda Paguyo	EPS SDO Batac	Feb 10, 2026; 11:00-12:00 AM Feb 25, 2026; 2:00 – 3:00 PM
Dr. Lovely Jane Durante	CMVNHS	February 4, 2026; 3:00-4:00PM Feb 9, 2026: 11:00 –12:00 AM Feb 10, 2026; 8:30-9:30 AM Feb 17, 2026; 8:30-9:30 AM
Mr. Marlon L. Lumang	BNHS	Feb 6, 2026; 11:00-12:00 AM
Ms. Michelle Agulay	GARSHS	Feb 18, 2026; 3:00-4:00 PM Feb 26, 2026; 3:00-4:00 PM Mar 9, 2026; 10:00 – 11:00 AM



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DEPED TAYO-Ferdinand E. Marcos Senior High School



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Ms. Claire P. Versoza	CBNHS Poblacion	Feb 19, 2026; 11:00-12:00 AM Feb 26, 2026; 2:00-3:00 PM
Mr. Norman Batulayan	CBNHS Poblacion	March 10, 2026; 7:30-8:30 AM

We hope for your favorable consideration of this request, which aims to uphold the integrity, objectivity, and accuracy of the classroom observation process under the PMES framework.

Thank you very much.

Very truly yours,


QUEENY JOYCE F. SEBASTIAN
 Master Teacher II
 Officer-in-Charge