



Republic of the Philippines  
Department of Education  
REGION VIII

SCHOOLS DIVISION OF CALBAYOG CITY

**DIVISION MEMORANDUM**

No. 375, s. 2022

TO: Education Program Supervisors  
Public Schools District Supervisors  
School Heads  
All Others Concerned

FROM: **THELMA CABADSAN-QUITALIG PhD, CESO V**  
Schools Division Superintendent

DATE: SEP 16 2022  
BY: [Signature]  
CALBAYOG CITY

SUBJECT: **DEPLOYMENT OF NWSSU FIELD STUDY STUDENTS AND  
ORIENTATION WITH THEIR COOPERATING TEACHERS AND  
SCHOOL HEADS BY THE CID TEAM**

DATE: September 16, 2022

1. Cognizant to Joint CHED-DepEd Memorandum Order No.1 s.2021 and DepEd Order No. 3 s. 2007 "Guidelines in the Deployment of Pre-Service Teachers on Experiential Learning: Field Study and Practice Teaching," this Office hereby informs the herein listed schools (see Enclosure No.1) that the **Field Study Students** of Northwest Samar State University (NwSSU) will be **deployed** on Tuesday, **September 20, 2022**.
2. The school heads shall identify proficient cooperating teachers who can guide and mentor the prospective teachers of the department.
3. A **school-based orientation** among field study students, cooperating teachers, and school heads shall be conducted by the CID Team and representatives of NwSSU on **September 22-23 and 29-30, 2022** (See Orientation Matrix in Enclosure No.2).
4. The orientation aims to:
  - a. discuss the duties of student teachers in their cooperating classes/schools;
  - b. roles of cooperating teachers and school heads;
  - c. components/criteria and guidelines for student teachers' grades;
  - d. school forms in public and private schools offering basic education; and
  - e. other relevant topics.
5. This memorandum shall serve as Travel Order of the CID Team who shall conduct the aforesaid orientation.
6. All expenses relative to this activity shall be charged against MOOE/local funds subject to usual accounting and auditing rules and regulations.
7. Immediate dissemination of and compliance with this memorandum are highly desired.



**ORIENTATION OF NWSSU FIELD STUDY STUDENTS, COOPERATING TEACHERS  
AND SCHOOL HEADS BY THE CID TEAM**

DATE	TIME	SCHOOL/S	Venue	Topics and Speakers	
September 22, 2022 Thursday	8:00 am – 12:00 nn	-Calbayog East CES - Tabawan IS	Calbayog East CES	I. Preliminaries	
	1:00 pm – 5:00 pm	-Calbayog Pilot CES - Carmen ES -Matobato ES - Dagum ES	Carmen ES	II. 1. Welcome Message	Host School Head
September 23, 2022 Friday	8:00 am – 12:00 nn	-Calbayog City NHS -Calbayog City SPED Center	Calbayog City NHS	2. Rationale	Renato S. Cagomoc EdD,DM CID Chief
	1:00 pm – 5:00 pm	- San Policarpo NHS - Gadgaran IS	San Policarpo NHS	3. Learning Recovery Plan: Addressing the learning Gap	Avelina P. Tupa EdD / Joy B. Saldana EdD
	8:00 am – 12:00 nn	- Lonoy IS - Trinidad NHS	Trinidad NHS	4. Conducting Remedial Instruction with Focus on Literacy	Lourdes Matan / Geraldine P. Sumbise EdD
September 29, 2022 Thursday	1:00 pm – 5:00 pm	- Bagacay IS - Carayman NHS	Bagacay IS	5. Conducting Remedial Instruction with Focus on Numeracy	Joshua Sherwin T. Lim JD EPS Math
	8:00 am – 12:00 nn	- Rafael Lentejas Memorial School of Fisheries	Rafael Lentejas Memorial School of Fisheries	6. School Forms in Public/Private Schools Offering Basic Education	Respective Public Schools District Supervisor
September 30, 2022 Friday	1:00 pm – 5:00 pm	- Oquendo NHS	Oquendo NHS	7. Roles of Cooperating Teachers and School Heads	Nelson R. Bello EdD/ Noel E. Sagayap
	8:00 am – 12:00 nn	- Rafael Lentejas Memorial School of Fisheries	Rafael Lentejas Memorial School of Fisheries	8. Duties of Student Teachers in their Cooperating Schools and Components of Student Teachers' Grades	Maria Luz Maringal NwSSU Field Study Focal Person
	1:00 pm – 5:00 pm	- Oquendo NHS	Oquendo NHS	9. Open Forum	Ricky S. Cano EPS-ALS