



Republic of the Philippines  
Department of Education  
Region III  
**DIVISION OF NUEVA ECIJA**  
Cabanatuan City



July 23, 2015

**Division Memorandum**

No. 87 s., 2015

TO: Public Schools District Supervisors  
Elementary School Principals/TICs/OICs

FROM: **EDNA SANTOS-ZERRUDO, Ed.D., CESO V**  
Schools Division Superintendent

SUBJECT: Format of Supervisory Plan

DATE: July 23, 2015

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1. In the exigency of service, Public Schools District Supervisors (PSDS) and School Principals in the elementary level are required to submit a copy of your supervisory plan for the school year 2015-2016.
  2. In connection, the attached format of the said supervisory plan shall be used for accurate and better assessment of the required information.
  3. Deadline of submission will be on July 30, 2015.
  4. Immediate and wide dissemination of this memorandum is desired.



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**SUPERVISORY PLAN IN \_\_\_\_\_**  
 SY 2015-2016

GOALS: Increase academic achievement/performance in \_\_\_\_\_ by five percent (5%) over the previous.  
 Increase the competence level of teachers .

DATE	FOCUS	TARGET GROUPS	STRATEGIES	VENUE
June 2015	Week 1: _____			
	Week 2: _____			
	Week 3: _____			
	Week 4: _____			
July 2015	Week 1: _____			
	Week 2: _____			
	Week 3: _____			
	Week 4: _____			

Prepared by: \_\_\_\_\_

Recommending Approval:

*Dante G. Parungao*  
**DANTE G. PARUNGAO Ph.D.**  
 Asst. Schools Division Superintendent

Approved:

*Edna Santos-Zerrudo*  
**EDNA SANTOS-ZERRUDO, Ed. D., CESO V**  
 Schools Division Superintendent