



Republic of the Philippines
Department of Education
Region II – Cagayan Valley
Schools Division of Nueva Vizcaya

October 6, 2026

DIVISION MEMORANDUM

No. 393, s. 2026

**CONDUCT OF ORIENTATION AND COACHING ON INSTRUCTIONAL
SUPERVISION AND MULTIGRADE PEDAGOGY FOR
MULTIGRADE COORDINATORS**

To: Assistant Schools Division Superintendent
Chiefs, CID and SGOD
Public Schools District Supervisors/ District In-Charge
Multigrade District Coordinators
All others concerned

1. To strengthen the capacity of Multigrade Coordinators in providing effective instructional supervision and supporting quality teaching and learning in multigrade schools, the Schools Division Office of Nueva Vizcaya will conduct a one day orientation and coaching to the Multigrade District Coordinators on October 9, 2026 (Friday), at 8:00 AM-5:00 PM, at the SDO Nueva Vizcaya Conference Hall.
2. The activity aims to provide participants with practical knowledge and strategies that can be applied in supervising instruction, supporting differentiated teaching, and addressing the specific needs of learners in multigrade settings.
3. All concerned Multigrade District Coordinators are expected to attend the activity and actively participate in all sessions. Participants are advised to bring their laptops and extension cords for use during the training.
4. Meals, snacks, and venue shall be funded through the downloaded Multigrade Program Special Funds, while travel expenses shall be charged to MOOE or local funds, subject to existing accounting and auditing rules.
5. The attached matrix provides the detailed schedule, session topics, and activities for the said activity and shall serve as a guide for all concerned participants.
6. For information, guidance, and compliance.




ORLANDO E. MANUEL PhD, CESO V
Schools Division Superintendent
10-2026-720



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Enclosure 1 to DM No. **393**, s. 2026: **Training Matrix**

Time	Topic/Session	Person/s Responsible
7:00 – 7:30 AM	Registration and Opening Program	TWG/Secretariat
7:30 – 8:00AM	Opening Program	TWG
8:00 – 10:00 AM	Instructional Supervision in Multigrade Schools	MARIVIC C. BACUD EdD PSDS/MG Focal Person
10:00 – 10:15 AM	Morning Break	
10:15 – 12:00 NN	Integrating Social and Emotional Learning (SEL) in Multigrade	KENNETH JEYSON U. GALINGANA HT III/TIC
12:00 – 1:00 PM	Lunch Break	
1:00 – 3:00 PM	Differentiated Instruction and Multigrade Lesson Planning	CRISANTA WASIT MG Coordinator/Kayapa
3:00 – 3:15 PM	Afternoon Break	
3:15 – 4:00 PM	Preparation of Reading Intervention Plan and LAC Plan	Eddie Tumacder Principal 2, Diadi District
4:00 – 4:30 PM	Workshop / Sharing of Practices and Insights	Emma Jane Ordonia Principal, Bagabag 2 District
4:30 – 5:00 PM	Synthesis, Evaluation, and Closing	Jayson Oganon School Head, Quezon District