



Republic of the Philippines  
**Department of Education**  
REGION IV-A CALABARZON  
SCHOOLS DIVISION OF BATANGAS

28 July 2025

**DIVISION MEMORANDUM**  
No. 361, s. 2025

**SCHEDULE OF CLASSROOM OBSERVABLE INDICATORS (COI) AND NON-CLASSROOM OBSERVABLE INDICATORS (NCOIs) FOR MASTER TEACHER POSITION**

- TO:** Assistant Schools Division Superintendents  
Chief- Curriculum Implementation Division (CID)  
Chief- School Governance and Operations Division (SGOD)  
Education Program Supervisors  
Public Schools District Supervisors  
Public Elementary and Secondary School Heads  
All Others Concerned
1. Relative to DM 150, S. 2025, titled “Call for Submission of Application for the Recruitment, Selection, and Appointment to Higher Teaching (Master Teacher) Positions for SY 2025–2026,” this Office hereby announces the schedule and venue for the Classroom Observable Indicators (COI) and Non-Classroom Observable Indicators (NCOIs), portfolio assessment and behavioral event interview from **July 29 to August 08, 2025**.
  2. The members of the Division Human Resource Merit Promotion and Selection Board (HRMPSB) Level 2 (Master Teacher) and its Sub-committee, who are designated to attend and facilitate the validation process in the respective Sub-Offices, are listed in the attached Enclosure.
  3. Classroom Observable Indicators (COI) Teaching Observations
    - a. For the **Elementary Level**, teaching observations related to Classroom Observable Indicators (COI) shall be conducted in the **Central Schools** of the respective sub-offices.
    - b. For the **Secondary Level**, the observation shall be carried out in the **nearest Secondary School** to the Central Schools, as determined by the respective Public Schools District Supervisors.
  4. Non-Classroom Observable Indicators (NCOIs)
    - a. For **both Elementary and Secondary Levels**, portfolio assessment and behavioral event interview shall be conducted in the **Sub-offices**.
  5. This is an official notification for all concerned and serves as Travel Order.
  6. Strict compliance and dissemination of this memorandum to all concerned.

  
**MARITES A. IBANEZ, CESO V**  
Schools Division Superintendent

JBP/ DM Schedule of MT Validation/  
R2-145118/ 07/28/2025



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**Enclosure 1**

<b>SUBCOMMITTEE</b>	<b>SUBOFFICE</b>	<b>SCHEDULE</b>
<b>ELIZABETH R. TOLENTINO</b>	BAUAN EAST	July 29, 2025
<b>NENITA A. ADAME</b>	BAUAN WEST	July 30, 2025
<b>CONIE C. HERNANDEZ</b>	SAN PASCUAL	July 31, 2025
	CUENCA	August 01, 2025
	ALITAGTAG	August 04, 2025
	STA. TERESITA	August 05, 2025
	SAN NICOLAS	August 06, 2025
<b>MICHAEL B. ULARTE</b>	TAYSAN	July 29, 2025
<b>GINALYN U. MACARAIG</b>	IBAAN	July 30, 2025
<b>EMITERIA B. VILLAMOR</b>	ROSARIO EAST	July 31, 2025
	SAN JUAN WEST	August 01, 2025
	ROSARIO WEST	August 04, 2025
	SAN JUAN EAST	August 05, 2025
	PADRE GARCIA	August 06, 2025
<b>MACARIA CARINA C. CARANDANG</b>	SAN JOSE	July 29, 2025
<b>LUCKY MAY L. PASIA</b>	BALETE	July 30, 2025
<b>DAVID M. NUAY</b>	TALISAY	July 31, 2025
	LAUREL	August 01, 2025
	MATAASNAKAOY	August 04, 2025
	MALVAR	August 05, 2025
	LOBO	August 06, 2025
<b>AVELINO B. MORTEL</b>	BALAYAN EAST	July 29, 2025
<b>SARAH S. SAGUIN</b>	BALAYAN WEST	July 30, 2025
<b>ANDREA M. HERNANDEZ</b>	NASUGBU EAST	July 31, 2025
	NASUGBU WEST	August 01, 2025
	LIAN	August 04, 2025
	CALATAGAN	August 05, 2025
	AGONCILLO	August 06, 2025
<b>ALFRED JAMES A. ELLAR</b>	TAAL	July 29, 2025
<b>EMERSON B. DALANGIN</b>	MABINI	July 30, 2025
<b>ELEAZAR C. MAGSINO</b>	LEMERY	July 31, 2025
	SAN LUIS	August 01, 2025
	TUY	August 04, 2025
	TINGLOY	August 05, 2025



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