



Republic of the Philippines
Department of Education

REGION X
DIVISION OF CAGAYAN DE ORO CITY

Office of the Schools Division Superintendent



11 November 2024

DIVISION MEMORANDUM

No. 889, s. 2024

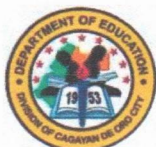
**CREATION OF PROGRAM FOR INTERNATIONAL STUDENT ASSESSMENT (PISA)
TECHNICAL WORKING GROUP (TWG) IN THE SCHOOLS DIVISION OFFICE,
DISTRICT AND SCHOOL LEVEL AND CONDUCT OF INTENSIVE MONITORING OF
PISA PREPARATIONS**

TO: Assistant Schools Division Superintendent
SGOD Chief, CID, OIC Chief
Education Program Supervisors
Public Schools District Supervisors
Concerned Division Personnel
Secondary School Heads
Secondary School Teachers
This Division

1. In preparation for the administration of the 2025 Program for International Student Assessment (PISA), this Office hereby informed the field of the composition of Schools Division Office (SDO) and District Offices Technical Working Groups (TWGs) to ensure efficient planning, coordination, and execution of all related tasks.
2. The TWG will oversee the PISA administration, ensuring that all necessary preparations are in place and that the assessment objectives are met in alignment with national and regional guidelines.
3. The composition and respective roles of the TWG members at both the Schools Division Office, District level and School level are outlined below;

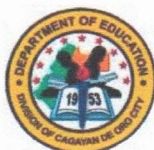
DIVISION PISA TECHNICAL WORKING GROUP

NAME & POSITION	DUTIES/ ROLES
AUDIE S. BORRES Assistant Schools Division Superintendent (ASDS)	Chairperson ➤ Provides overall leadership and strategic direction in the administration of PISA. ➤ Oversees coordination with higher offices and ensures compliance with PISA guidelines and standards.



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ROSALIO R. VITORILLO SGOD Chief ROMEO ACLO Asst. SGOD Chief	Vice Chairperson ➤ Assists the Chairperson in managing the operations of the TWG ➤ Facilitates communication between key stakeholders and partners to gain support for this international assessment.
JEAN S. MACASERO CID, OIC Chief JINKY M. ARNEJO Asst, CID Chief	Vice Chairperson ➤ Leads the implementation of the assessment curriculum and ensures alignment with the PISA framework. ➤ Devise checklist as monitoring tool to inspect school readiness for 2025 PISA.
ROCHELLE A. LUZANO EPS/LRMDS Manager	Member ➤ Ensures appropriate learning resources for the conduct of lesson integration and familiarization of PISA like questions.
DERROLD MARL AVES HR MARY CARESS T. GALONO Education Program Specialist	Member ➤ Ensures that professional development initiatives are provided for effective assessment administration.
EVELYN Q. SUMANDA EPS, Science PHOEBE U. TARUC EPS, English RAY O, MAGHUYOP EPS, Mathematics ALL other EPSs	Members ➤ Ensure that teachers and students are adequately prepared for the assessment in their respective areas. ➤ Conduct intensive monitoring to BEA sampled schools in the implementation PISA Readiness Plan ➤ Provide technical assistance to school heads and teacher-volunteers in the conduct of lesson integration ➤ Monitor the readiness of BEA sampled schools for the PISA administration in coordination with the school heads and district supervisors. ➤ Provide the schools with samples of PISA like questions ➤ Monitor the progress of preparations in schools and report issues to the appropriate authorities for immediate resolution
JAMES ROBERTO Z. SIJO Division ITO	Member ➤ Support the schools in technology integration and utilizing data to inform instructional practices and improve student outcomes. ➤ Coordinate with the School ICT in the conduct of online pre test and post test. ➤ Support the DTC in generating the result of online pre test and post test.

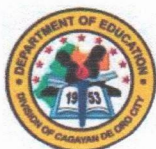


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ELEANOR CONSEJO H. ROLLAN Division Testing Coordinator AMOR A. RADAZA Junior Education Program Specialist BEVERLY ANNE E. NICOLASORA Senior Education Program Specialist	Members ➤ Oversee the conduct of pre test, post test and actual administration of PISA. ➤ Collect, analyze, and interpret the data relevant to PISA. ➤ Facilitate the submission of Weekly Accomplishment Report
JANUARY GAY T. VALENZONA EPS, Values Education Division Guidance Focal Person	Member ➤ Coordinate with the Guidance Counselor/ Guidance Counselor designate in identifying at-risk students and implement support measures to enhance their performance. ➤ Offer guidance services to help students understand the implications of PISA results on their future educational and career paths. ➤ Facilitate discussions on the importance of international assessment and global competitiveness
DISTRICT LEVEL TWG	
POSITION	ROLE/S
Public Schools District Supervisor (PSDS)	Chairperson ➤ Provides direct oversight and instructional support in the implementation of the PISA at the district level ➤ Ensure proper coordination between schools and SDO. ➤ Ensure prompt submission of required report
SCHOOL HEADS and Asst. School Heads	Members ➤ Oversee the preparation of learners and teachers for PISA ➤ Ensure that learners and teachers are familiar with the assessment framework and expectations. ➤ Ensure the availability and readiness of facilities and materials needed for the PISA administration, such as testing venues, resources, and equipment. ➤ Managing logistical aspects such as scheduling, room assignments, and ensuring proper supervision relative to the PISA activities. ➤ Prepare PISA readiness plan and ensure proper implementation of the plan. ➤ Ensure prompt submission of reports as required
Master Teachers in Mathematics, English, and Science/ Department Heads	Members ➤ Act as the focal persons for their respective subjects, ensuring that students are prepared and teachers are guided in the administration of PISA.



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	➤ Assist in monitoring and supporting the capacity-building efforts of teachers involved in the assessment through LAC/CE sessions
School Guidance Counselor/ Designates	Members ➤ Identify at-risk students and implement support measures to enhance their performance. ➤ Offer guidance/ counseling services to the students to understand the implications of PISA results for future educational and career paths.

3. All school heads are required to submit the composition of school level TWG for PISA. Deadline of submission will be on November 11, 2024 through this link, <https://tinyurl.com/2025PISA-twg> and allocate budget from MOOE/Canteen fund/SPTA fund in the reproduction of practice tests and other urgent needs relative to the PISA preparations.

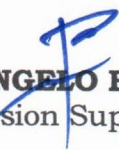
4. In compliance with Regional Memo no. 856, all schools are directed to prepare for the intensive onsite monitoring to be conducted by the RO officials with the Division teams composed of personnel from CID and the SGOD from November 11-15, 2024. Interdivisional monitoring by the SDO officials will be conducted in the SDOs within the Province on November 20-22, 2024.

5. Regional Office is initiating to collect a PISA- like questions and share them with all SDOs. These questions can be accessed through this link, <https://tinyurl.com/PISA-likequestions>.

6. The SDO and District level TWG will convene for a special meeting with RO officials on November 11, 2024, at 1:00 PM in the CID office. Attendance is a MUST.

7. In adherence to Equal Opportunity Principle (EOP), inclusive and fair treatment are accorded to all regardless of age, gender and sexual orientation, disability, religion, and ethnicity.

8.Immediate dissemination and compliance of this Memorandum are desired.

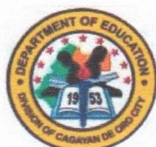

ROY ANGELO E. GAZO
 Schools Division Superintendent

Encl.: As stated

Reference: As stated

To be indicated in the Perpetual Index under the following subjects:

MONITORING PISA TWG



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