



Department of Education
Region VI – Western Visayas
DIVISION OF AKLAN
Archbishop Reyes Street, Kalibo, Aklan



January 19, 2018

**To: Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisor
Detailed at the Division Office
Division Selection Committee Members and Secretariat**

Dear Sirs/Mesdames:

Greetings!

In order to not hamper the recruitment process for Teacher I and Senior High School teachers while EPSs and PSDSs are attending the Instructional Leadership Program for Division and District Supervisors (ILPDDS) on January 26 to February 2, 2018 and February 19-25, 2018, found below is the adjusted timeline which will help in successfully coping with the demands of the two activities:


Date	Activity
January 23, 2018	1. District transmits the folders – Division Copy to the Division 2. Secretariat distributes the folders to the respective EPSs in-charge before the close of office
January 24-25	Division Selection Committee rates the applicants on the criteria not rated by the DSCD
Jan. 26-Feb. 2, 2018	EPSs and PSDSs attend the ILPDDS
Feb. 3-15, 2018 Note: Everything should be finished on Feb. 15 before going to ILPDDS	1. Division Selection Committee reviews and consolidates and incorporates EPT results in the individual ratings of applicants: 1 for SPED 1 for Kindergarten 1 for elementary 1 for JHS by subject area 1 for SHS by subject area 2. Each EPS gives the soft copies of the draft RQA to the Secretariat before leaving for ILPDDS
February 19-25, 2018	EPSs and PSDSs attend the ILPDDS

"May katawhayan ag kalipayan sa among mga escuelahan"

Date	Activity
Feb 22-24, 2018	While EPSs and PSDSs are attending ILPDDS, the Division Secretariat encodes interview, demo, EPT (secretariat will render overtime on Saturday Feb. 24)
Feb 26-27, 2018	<ol style="list-style-type: none"> 1. Division Selection Committee makes final review and finalizes RQAs 2. In addition, for SHS, the Division Selection Committee should also submit the list of applicants who obtained total points of <ol style="list-style-type: none"> a. 65.00-69.00 per subject group b. Below 65.00 per subject group
February 28, 2018	Division publishes the Registry of Qualified Applicants

Note: Members of the Selection Committee which are not affected by the ILPDDS shall follow the original timeline.

Very truly yours,


Dr. ERNESTO F. SERVILLON, JR., MNSA, CESO VI
 Assistant Schools Division Superintendent
 Officer-in-Charge
 Office of the Schools Division Superintendent

UNNUMBERED DIVISION LETTER

/JRN

"May katawhayan ag kalipayan sa among mga escuelahan"