


Republic of the Philippines
Department of Education
Caraga Region
SCHOOLS DIVISION OF SURIGAO DEL SUR

DIVISION MEMORANDUM
No. **320** , s. 2025

DEPED-DIVISION OF SURIGAO DEL SUR
RELEASED
DATE: July 30, 2025
TIME: 5:00 pm
SIGNATURE: 

To: Public Schools District Supervisors
District Journalism Coordinators
School Paper Advisers
All Others Concerned

INSTITUTIONALIZATION OF A YEAR-ROUND JOURNALISM DEVELOPMENT PROGRAM

1. In line with the Department of Education’s thrust to strengthen campus journalism as a platform for developing critical thinking, communication skills, responsible expression, and leadership among learners, this Division through Curriculum Implementation Division shall establish a Year-Round Journalism Development Program beginning School Year 2025–2026.
2. This initiative aims to:
 - a. Ensure continuous skills enhancement of student-journalists across all journalistic categories.
 - b. Sustain mentorship and capacity-building for School Paper Advisers (SPAs).
 - c. Increase learner readiness and competitiveness in district, division, regional, and national press conferences.
 - d. Promote ethical standards and responsible journalism in schools.
3. The program is anchored on RISE framework (**R**eadiness Building, **I**ntensification of capacities, **S**trategic selection project, **E**nhancement and coaching. This framework reflects the Surigao del Sur Division’s commitment to rise and raise the bar in campus journalism by systematically developing competencies, nurturing talents, and cultivating a culture of excellence and ethical journalism throughout the year.

4. Below are the suggested activities based on the framework.

A. READINESS BUILDING			
To provide a structured environment where students can regularly practice journalism, share knowledge, and build a sense of community among aspiring journalists for the whole year round			
Activities	Description	Timeline	Means of Verification
<ul style="list-style-type: none"> Establishment of campus journalism clubs in schools 	Organizing official journalism clubs to serve as platforms for training, collaboration, and practice among aspiring student-journalists.	August, 2025	List of members Minutes of meetings Activity reports, Pictures
<ul style="list-style-type: none"> Putting up (Online) school publications (FB pages) 	Launching official Facebook pages to serve as digital platforms for publishing school news and student outputs.	August, 2025	Official Facebook page link/screenshot Posting calendar or publication schedule Sample published articles or content
<ul style="list-style-type: none"> Exposure to real journalistic work in school and in the community and compile portfolios 	Engaging students in authentic journalism tasks within school and community settings while compiling their works in a professional portfolio.	Whole Year Round	Students' compiled journalism portfolios Photos/videos of fieldwork or reporting
<ul style="list-style-type: none"> Creation of pool of campus journalists even at a lower grade level 	Identifying and mentoring potential young journalists from early grade levels to build a sustainable pipeline of talent.	August, 2025	Master list of student-journalists by grade level Coaching/training session attendance sheets

			Assessment results or writing samples during screening List of qualifiers to press conferences
<ul style="list-style-type: none"> Open Journalism Elective Classes for potential class included in the class program, if possible 	Offering journalism as an elective subject to further develop students' writing and media skills within the formal curriculum.	Whole Year Round	Class program showing the elective Lesson plans or modules used in the elective Attendance sheets or class records Learners' portfolio
<ul style="list-style-type: none"> Require theme notebooks for English and Filipino subjects 	Implementing the use of theme notebooks to encourage regular writing practice and creative expression in both English and Filipino.	Whole Year Round	Sample scanned pages or photos of theme notebooks Monitoring checklist or teacher's feedback form
<ul style="list-style-type: none"> Utilize journalism modules and worksheets 	Incorporating structured journalism learning materials into classroom instruction and co-curricular activities.	Whole Year Round	Copies of modules and worksheets used Documentation of utilization (photos, annotated worksheets) Teacher's lesson plans referencing these materials
<ul style="list-style-type: none"> Weekly online journalism challenge (FB Page) 	Posting weekly writing prompts and contests on the school's journalism Facebook page to sharpen students'	August to December 2025	Challenge posts and responses on the FB page List of participants and winning entries

	skills through friendly competition.		Compilation of weekly outputs or engagement data (likes/comments) Certificate or recognition for winners
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B. INTENSIFICATION OF CAPACITIES

To establish a collaborative and professional organization that supports, empowers, and enhances the capacity of school paper advisers and campus journalists

Activities	Description	Timeline	Means of Verification
<ul style="list-style-type: none"> Convergence and sharing of best practices of School Paper Advisers and District Journalism Coordinators 	Facilitating regular platforms for collaboration and exchange of effective strategies among SPAs and District Coordinators to strengthen journalism instruction and management.	July, 2025	Training or activity designs Attendance sheets or registration forms Documentation (photos, minutes)
<ul style="list-style-type: none"> Re-organization of District/Division School Paper Advisers Association 	Revitalizing the Division-wide association of SPAs to promote unified efforts, professional growth, and aligned journalism initiatives across schools.	August, 2025	Reorganization resolution or official memo List of newly elected officers and members Constitution/by-laws or updated guidelines Minutes of meetings or orientation session
<ul style="list-style-type: none"> Enhancement Trainings of SPAs and Campus Journalists 	Conducting specialized training programs to upgrade the competencies	September -November 2025	Training matrix or design Attendance/registration forms

	of advisers and student-journalists in various fields of campus journalism.		Certificates of participation Training materials and session documentation (photos, outputs, pre/post-tests)
<ul style="list-style-type: none"> Open more SPJ schools 	Expanding the implementation of the Special Program in Journalism (SPJ) in qualified schools to provide enriched curriculum and formal journalism education.	June, 2025	Official list of SPJ-recognized schools with endorsement Class programs or schedules showing SPJ offerings Reports on enrollment or learner participation
<ul style="list-style-type: none"> Tap the support of former NSPC/RSPC Winners 	Engaging former campus journalism champions as mentors, resource persons, or role models to inspire and guide the new generation of writers.	June-September, 2025	List of former winners tapped as mentors/resource persons Documentation of coaching, speaking engagements, or mentoring sessions Communication or invitation letters
<ul style="list-style-type: none"> Creating a pool of Division Journalism Mentors 	Forming a team of trained and experienced mentors who can provide technical assistance, coaching, and monitoring across schools and districts.	June-September, 2025	List of identified mentors with qualifications Orientation or capability-building documentation Assigned mentor-mentee pairings Reports on mentoring activities or technical assistance provided

C. STRATEGIC SELECTION PROCESS

To select competent campus journalists for regional and national press conferences

Activities	Description	Timeline	Means of Verification
<ul style="list-style-type: none"> Conduct of School's/Districts Press Conference (at least 2 rounds for individual event) 	Organizing two (2) rounds of school, district and division-level press conferences to provide extended opportunities for training, assessment, and selection of campus journalists in individual categories.	August to October, 2025	<p>Official communication/memo on the conduct of the conferences</p> <p>Program of activities and contest mechanics</p> <p>Attendance sheets and list of participants</p> <p>Winners' list and certificates</p> <p>Photos, videos, or documentation of both rounds</p>
<ul style="list-style-type: none"> Staggered Event Scheduling (Individual writing first, group and school paper contest category) 	Implementing a phased scheduling approach where individual writing contests are conducted ahead of group and collaborative events to allow focused preparation and effective time management.	August to October, 2025	<p>Detailed event schedule or timeline</p> <p>Contest guidelines reflecting phased implementation</p> <p>Attendance and result sheets per event category</p> <p>Documentation (photos, contest outputs per phase)</p>

D. ENHANCEMENT & COACHING

To deepen learners' knowledge and skills in individual and group contest categories including the polishing of school paper contest categories

Activities	Description	Timeline	Means of Verification
<ul style="list-style-type: none"> Enhancement Training of DSPC/RSPC Winners and school paper category qualifiers (Virtual & Face to Face) 	<p>Providing targeted training for winning campus journalists and qualifiers through blended learning, focusing on skills like notetaking, WordPress, InDesign, and other essential tools for competition readiness.</p>	November, 2025	<p>Training design, matrix and accomplishment reports</p> <p>Attendance sheets or registration forms</p> <p>Photos or screenshots (for virtual sessions)</p> <p>Certificates of participation</p> <p>Sample outputs</p>
<ul style="list-style-type: none"> Expert Coaching and Feedback 	<p>Engaging seasoned journalism mentors and professionals to provide individualized coaching and constructive feedback to enhance performance and technical skills.</p>	August to December, 2025	<p>List of invited expert coaches with credentials</p> <p>Coaching schedules and session documentation</p> <p>Learners' portfolio</p>
<ul style="list-style-type: none"> Implement 40 to 45 mins writing activities 	<p>Incorporating timed writing drills in classrooms or clubs to simulate actual contest conditions and improve writing speed, structure, and accuracy.</p>	September to December, 2025	<p>Daily/weekly writing activity log or schedule</p> <p>Sample outputs from timed writing exercises</p> <p>Teacher monitoring tools or checklists</p>
<ul style="list-style-type: none"> Tap local radio/TV stations for 	<p>Partnering with local media outlets to expose students to real-world</p>	Whole Year Round	<p>MOA, invitation letter, or proof of partnership with media outlets</p>

simulation of journalists	journalism practices and simulate live reporting environments.		Activity or exposure trip documentation (photos, certificates, media logs)
<ul style="list-style-type: none"> Conduct mock press cons 	Organizing mock press conferences to train students in information gathering, news writing, and handling real-time reporting scenarios.	September to December, 2025	Program of the mock press conference Photos/videos of the activity Student outputs

- All schools should adhere to the aforementioned activities to ensure that learners' journalistic potentials are fully developed.
- Public Schools' District Supervisors and Education Program Supervisors shall monitor the implementation of the program and district journalism coordinators shall provide quarterly accomplishment reports on the implementation of the year-round journalism development program.
- The division will select the "Top 3 Most Improved Journalism Development Program" at the end of the school year using these criteria.

Criteria	Description	Percentage
1. Implementation of Year-Round Journalism Development Activities	Extent and quality of implemented activities based on the journalism framework (e.g., establishment of clubs, regular training, online challenges, mentoring, etc.)	40%
2. Participation and Performance in Journalism Events	Active participation in DSPC, RSPC, and NSPC; including the number and quality of awards won, especially in higher levels of competition	40%
3. Capacity Building and Engagement of Stakeholders	Initiatives for training and mentoring SPAs and student-journalists;	10%

	involvement of community partners (e.g., local media, former winners, etc.)	
4. Innovation and Best Practices	Introduction of creative, tech-based, or context-responsive approaches (e.g., online publications, use of digital platforms, mock press cons, elective classes)	10%

8. Immediate and widest dissemination of this memorandum is desired.


LORENZO O. MACASOCOL PhD, CESO V
 Schools Division Superintendent

Encl.: As enclosed
 Reference: DM No. 048 s. 2025
 To be indicated in the Perpetual Index
 under the following subjects:

PROGRAM CURRICULUM CELEBRATIONS & FESTIVALS SCHOOLS

CID/iga
 07/28/2025