



Republic of the Philippines
Department of Education

CARAGA REGION
SCHOOLS DIVISION OF SURIGAO DEL SUR

Office of the Schools Division Superintendent

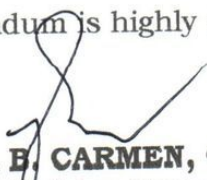
Date: August 13, 2021

Division MEMORANDUM
 No. 117, s. 2021

**SUBMISSION OF DISTRICT'S PROPOSED CLUSTERING OF TEACHER
 IN-CHARGE/ SCHOOL IN-CHARGE**

To: Public Schools District Supervisors/In charge

1. In consonance with the Division Memorandum 347 series of 2021: Division-Wide Profiling of Teacher In-Charge (TIC) and School In-Charge (SIC), the Office hereby informs the field on the clustering of the schools handled by the above-mentioned designations.
2. The guidelines for clustering of schools are as follows:
 - a. The clustering of schools shall be done only for schools headed by a Teacher In-Charge/School In-Charge within the district based on proximity, accessibility, and number of teachers;
 - b. A cluster of at least three (3) schools with a total of at least nine (9) teachers shall be entitled to a cluster head;
 - c. A disadvantaged, inaccessible, isolated island/mountain school may not form part of a school cluster, and
 - d. The cluster head must be with exemplary performance in conducting instructional supervision and in good standing in fiscal management.
3. In this regard, all PSDSs/DICs concerned are enjoined to submit the proposed clustering by filling out the attached template and submit to sdsmande@gmail.com on or before August 16, 2021.
4. Immediate and wide dissemination of this memorandum is highly desired.


JOSITA B. CARMEN, CESO V
 Schools Division Superintendent

Encl.: as indicated
 Reference: as stated

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

CLUSTERING

TIC/SIC

MONITORING

VCA//DM-MEMO CLUSTERING
 _____/AUGUST 13, 2021



Balilahan, Mabua, Tandag City, Surigao del Sur, 8300
 (086) 211-3225
surigaodelsur.division@deped.gov.ph

Date: 4/22/2021

Version: V5



ISO Cert. No. AW/PH909100102

DC No: I-OSDS--002



Republic of the Philippines
Department of Education
CARAGA REGION
SCHOOLS DIVISION OF SURIGAO DEL SUR

PROPOSED CLUSTERING OF TEACHER IN-CHARGE/SCHOOL IN-CHARGE FOR SY 2021-2022

Sample

No of clustered schools.	Name of School	No. of Personnel Handled	Name of School Head	Position	Name of Proposed Cluster Head
1	Boculnam ES	6	Jenny Uy	Teacher I	Antonio Yu
	Odlisa ES	3	Bobby Ng	Teacher II	
	Zevlag ES	3	Antonio Yu	Teacher II	
2	Agul ES	4	Lance Ng	Teacher I	Cynthia Su
	Nalab ES	3	Cynthia Su	Teacher I	
	Adazol ES	3	Greg Sy	Teacher I	

Prepared by:

Lucio Y. Tan
PSDS



 Balilahan, Mabua, Tandag City, Surigao del Sur, 8300
 (086) 211-3225
 surigaodelsur.division@deped.gov.ph



ISO Cert. No. AW/PH909100102