



Republic of the Philippines  
**Department of Education**  
SCHOOLS DIVISION OF MARINDUQUE

Office of the Schools Division Superintendent

**MEMORANDUM**  
SGOD-2025-123

TO: Assistant Schools Division Superintendent  
Chief Education Supervisor, CID/OIC, SGOD  
Public Schools District Supervisors  
Public Elementary, Secondary, and Integrated School Heads  
All Others Concerned

FROM: **LYNN G. MENDOZA, EdD**  
OIC, Schools Division Superintendent

SUBJECT: **SUBMISSION OF PHOTODOCUMENTATION REPORTS  
ON SCHOOL-BASED LEARNING ACTION CELL (SLAC) SESSIONS  
CONDUCTED ON QUARTERS 1 AND 2 OF CALENDAR YEAR 2025**

DATE: August 20, 2025

1. The Department of Education fully supports the continuing professional development of its teaching personnel based on the principle of lifelong learning and DepEd's commitment to the development of teachers' potential aimed towards their success in the profession. DepEd Order No. 35, s. 2016 highlights the importance of School-Based Learning Action Cell (SLAC) sessions in fostering professional learning communities, a crucial component of the Department of Education's continuous professional development for teachers.

2. Aligned with this directive, school heads are required to submit documentary reports on the conduct of SLAC sessions. These reports are instrumental in monitoring the implementation of SLAC sessions, evaluating mentoring practices, and identifying areas for improvement. Furthermore, the consolidation of these reports will aid the Schools Division Office in refining support mechanisms and aligning future initiatives with DepEd's commitment to continuous professional development and quality education.

3. Relative to this, **school heads or school LAC coordinators shall submit photodocumentation reports for SLAC sessions conducted during Quarter 1 (January-March) and Quarter 2 (April-June) of Calendar Year 2025 through [bit.ly/SLACPhotodocMdq2025](https://bit.ly/SLACPhotodocMdq2025)**. Photodocumentation reports of SLAC sessions shall be compiled per quarter with corresponding captions. Furthermore, it is recommended that the reports be uploaded using the naming convention: [School ID]-[Quarter \_\_]-2025 SLACPhotodocumentationReport.



Address: T. Roque St., Malusak, Boac, Marinduque  
Tel. No.: (042) 754-0247 • Fax No.: (042) 332-1611  
Email: [marinduque@deped.gov.ph](mailto:marinduque@deped.gov.ph)  
Website: <https://depedmarinduque.com>

4. For clarifications, please contact Mr. Kyle David V. Atienza, Senior Education Program Specialist – Human Resource Development Section, through [kyledavid.atienza@deped.gov.ph](mailto:kyledavid.atienza@deped.gov.ph).
5. Immediate dissemination of and strict compliance with the contents of this Memorandum are desired.

*/SGOD-HRDS-KDA*



**Address:** T. Roque St., Malusak, Boac, Marinduque  
**Tel. No.:** (042) 754-0247 • **Fax No.:** (042) 332-1611  
**Email:** [marinduque@deped.gov.ph](mailto:marinduque@deped.gov.ph)  
**Website:** <https://depedmarinduque.com>