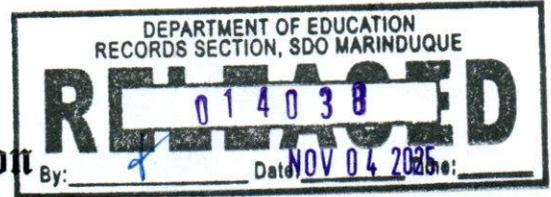




Republic of the Philippines
Department of Education
MIMAROPA REGION
SCHOOLS DIVISION OF MARINDUQUE



DIVISION MEMORANDUM

TO : Asst. Schools Division Superintendent
Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
Section/Unit Heads
All Other SDO-based Personnel

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

SUBJECT : **2025 NATIONAL READING MONTH CELEBRATION IN THE SCHOOLS DIVISION OFFICE OF MARINDUQUE**

DATE : November 3, 2025

1. In celebration of 2025 National Reading Month, this Office, through the Curriculum Implementation Division – Learning Resource Management Section in coordination with the Division English & Filipino Reading Focal Persons, announces its partaking in these month-long activities with the theme “Read to Lead: Reading as Self-Care”.
2. The activity aims to:
 - a. promote reading as a means of self-care and personal well-being.
 - b. strengthen the reading culture at the Schools Division Office through meaningful, enjoyable, and reflective activities; and
 - c. enhance literacy, comprehension, and creativity through reading.
3. Participants to this activity are all Schools Division Office-Based Personnel of DepEd SDO Marinduque. Each functional division shall designate a Reading Coordinator per office for smooth conduct of activities.
4. Attached are the Activities with description which will serve as guide for Unit/Section Reading Coordinator.
5. Immediate dissemination of this Memorandum is desired.

*“DepEd Marinduque: Heart of the Philippines.
Lead to Excel, Excel to Lead.”*



Malusak, Boac, Marinduque

Email: deped_marinduque@yahoo.com

Tel. No.: 754-0247 Fax No.: (042) 332-1611

Enclosure 1 to Division Memorandum re: 2025 National Reading Month Celebration in the Schools Division Office of Marinduque dated November 3, 2025

FLOW OF ACTIVITIES

Date/Time	Activity	Description	Participants
November 3, 2025	Announcement of the 2025 National Reading Month	An announcement on the commencement of the month-long celebration was sent through the SDO Personnel Group Chat and by a Memorandum	All SDO-based Personnel
All Mondays of November	Information Dissemination	An audio-visual presentation about Reading as Self-care will be sent to SDO Personnel GC	All SDO-based Personnel
Whole month of November	DEAR Time	A 30-minute activity that will cause SDO-based personnel to pause on whatever they are doing to give way on reading at 3:00-3:30PM. This will be done in respective offices using the books delivered by the proponent.	All SDO-based Personnel
November 28, 2023 (Tentative schedule)	Culminating Activity - SDO Marinduque Voices in Unison (Chorale Storytelling Competition) - Dress-a-Character - Awarding of Certificates	A group performance activity of story interpretation by all SDO personnel on the culminating day - The proponent will give a story in each group. - They will interpret the story on how they are going to perform the Chorale Storytelling. - The activity is a competition, thus all the participants will dress-a-character on their story to perform.	All SDO-based Personnel

*“Deped Marinduque: Heart of the Philippines.
Lead to Excel, Excel to Lead.”*

Enclosure 2 to Division Memorandum re: 2025 National Reading Month Celebration in Schools Division Office of Marinduque dated November 3, 2025

TERMS OF REFERENCE FOR UNIT/SECTION READING COORDINATOR

1. Leads and facilitates the team during Reading Time Activity
2. Reminds his/her colleagues on the activities to be done on Reading month-long celebration
3. Acts as documenter during DEAR Time Activity in their respective unit/section
4. Send photos taken during DEAR Time Activity to activity proponent

*“Deped Marinduque: Heart of the Philippines.
Lead to Excel, Excel to Lead.”*



Malusak, Boac, Marinduque

Email: deped_marinduque@yahoo.com

Tel. No.: 754-0247 Fax No.: (042) 332-1611