



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

Department of Education  
Division of Marinduque  
**RECORDS SECTION**  
**RELEASED**  
Name: \_\_\_\_\_  
Signature: \_\_\_\_\_  
Date: **JAN 07 2025** Time: \_\_\_\_\_

Office of the Schools Division Superintendent

**DIVISION MEMORANDUM**

TO: Assistant Schools Division Superintendent  
Chief Education Supervisor, CID  
Public Schools District Supervisors  
Public Secondary School Heads  
All Others Concerned

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

SUBJECT: **LEARNING SESSIONS TO SUPPORT SCHOOLS FOR IMPROVED  
LEARNING OUTCOMES**

DATE: January 6, 2025

Please find attached DepEd Memorandum from Atty. Fatima Lipp D. Panontongan, Undersecretary and Chief of Staff, Office of the Secretary, re: "Learning Sessions to Support Schools for Improved Learning Outcomes," for information, guidance, and reference of all concerned.

Particular attention is invited to January 7, 2025 (1:00-2:00 PM) schedule enjoining all ESM teachers to take the test relevant to their subject area.

For immediate and wide dissemination.

*"DepEd Marinduque: Heart of the Philippines.  
Lead to Excel. Excel to Lead."*



Malusak, Boac, Marinduque  
Email: marinduque@deped.gov.oph  
Tel. No.: (042) 754-0247 • Fax No.: (042) 332-1611  
Facebook Page: DepEd Marinduque



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**DepEd MEMORANDUM**

No. **002**, s. 2025

FOR : **REGIONAL DIRECTORS  
SCHOOLS DIVISION SUPERINTENDENTS  
ALL OTHERS CONCERNED**

FROM :   
**ATTY. FATIMA LIPP D. PANONTONGAN**  
Undersecretary and Chief of Staff, Office of the Secretary

SUBJECT : **LEARNING SESSIONS TO SUPPORT SCHOOLS FOR  
IMPROVED LEARNING OUTCOMES**

DATE : **January 5, 2025**

As part of the Department's continuing efforts to significantly improve learning outcomes, concerned offices have organized training for English, Science, and Mathematics (ESM) teachers. These trainings are expected to enable teachers to better conduct learning sessions for junior high school learners, which will lead to improved academic performance in line with international standards.

The following are the teaching and learning activities scheduled, as well as guidance on how these will be implemented:

Date	Activity
<b>January 3, 2025 1:00p.m. (Done)</b>	<b>Training for specialists from the Bureau of Curriculum Development (BCD) and Bureau of Learning Delivery (BLD) on the Khan Academy Platform</b>  Khan Academy will discuss the following: <ul style="list-style-type: none"><li>• How the Regional ESM Supervisors will sign up in Khan Academy</li><li>• How to take test in Khan Academy</li><li>• How the teachers will create classes, tag these classes, and roster their students</li><li>• How to assign exercises and other materials to students</li><li>• How to use the teacher's dashboard in monitoring the performance of the learners</li></ul>
<b>January 6, 2025</b>	<b>Preparation for Khan Practice Test by BCD, BLD, and all ESM teachers in the region</b> <ul style="list-style-type: none"><li>• All ESM teachers to create their accounts in the Khan Academy platform (following the attached guidelines).</li></ul>



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**Department of Education**  
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Date	Activity
<p><b>January 7, 2025</b></p> <p><b>Exam time: 1:00 to 2:00 p.m.</b></p>	<ul style="list-style-type: none"><li>• Regional English, Science, and Mathematics supervisors to create their “class” in the Khan Academy platform and provide the code to their respective ESM teachers.</li><li>• Preparation of the testing environment and ensuring that the following meet the standard requirements: testing room, computers, strong internet connection, and others.</li></ul> <p><b>Exam on the Khan Academy platform for all ESM teachers in the region</b></p> <ul style="list-style-type: none"><li>• All ESM teachers should have joined the “classes” created by their respective Regional Education Program Supervisors (EPSs) in English, Science, and Mathematics.</li><li>• Teachers are to only take the tests that are relevant to their subject area (i.e. Mathematics teacher to take the Mathematics PISA practice test), and within the specific time allowed.</li><li>• The results of the exam, among other considerations, will form the basis for selection of those who will be teacher-trainers for the learning sessions</li></ul>
<p><b>January 8, 2025</b></p>	<p><b>Submission of Teacher-Trainer List</b></p> <p><i>Note: 15 teacher-trainers per subject area or 45 teacher-trainers per division in total. SDS to submit list to Regional Directors; RDs to submit list to PISA TWG, addressed to the Chair. List to contain name, rank, school, learning area, e-mail address, mobile number of teacher-trainers.</i></p>
<p><b>Beginning January 10, 2025</b></p>	<p><b>Circulation of Learning Session and Social-Emotional Learning (SEL) Guides by the Curriculum and Teaching Strand to the ROs and SDOs</b></p>
<p><b>January 13-15, 2025</b></p>	<p><b>Training of ESM Teacher-Trainers</b></p>

After the selection and training of teacher-trainers, the learning sessions for learners will commence, with the following timeline:



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**Summary**

- 8 weeks of Learning Sessions (24 sessions in total, from January 16-March 10, 2025)
  - 3 sessions per week
  - 1 session is equivalent to 1 hour teaching
  - 1 session per learning area
- Socio-Emotional Learning (SEL) will be embedded in the learning sessions. A separate session and coaching will be conducted at least three (3) days before the main survey.
- 3 sessions - Checkpoints (Targeted weeks)

<b>Tentative Learning Session Timeline (for Learners) January 16 to March 10, 2025</b>	
<b>Week 1</b>	<ul style="list-style-type: none"><li>• Orientation on PISA and DepEd LMS, Khan Academy and Frontlearners Platforms</li><li>• Orientation on PISA for Parents</li><li>• Conduct of Socio-Emotional Learning (SEL)</li></ul>
<b>Week 2</b>	<ul style="list-style-type: none"><li>• Learning Sessions</li></ul>
<b>Week 3</b>	<ul style="list-style-type: none"><li>• Learning Sessions</li><li>• Checkpoint</li></ul>
<b>Week 4</b>	<ul style="list-style-type: none"><li>• Learning Sessions</li></ul>
<b>Week 5</b>	<ul style="list-style-type: none"><li>• Learning Sessions</li><li>• Checkpoint</li></ul>
<b>Week 6</b>	<ul style="list-style-type: none"><li>• Learning Sessions</li></ul>
<b>Week 7</b>	<ul style="list-style-type: none"><li>• Learning Sessions</li></ul>
<b>Week 8</b>	<ul style="list-style-type: none"><li>• Coaching and Socioemotional Learning (SEL) session</li><li>• Checkpoint</li></ul>

Any additional announcements and instructions will be coursed through the regional PISA focal persons. For any concerns or inquiries, please contact the PISA Technical Working Group Secretariat through Ms. Princess Caryl Lastimoza via email at [oasct.eaae@deped.gov.ph](mailto:oasct.eaae@deped.gov.ph).



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**Attachment: Khan Academy Guide to Account Creation**



**I. Preparation**

**TEACHER ACCOUNT CREATION**

Each teacher must have ONE teacher's account. Make sure that your account is a teacher's account.

**How to Create a Khan Academy Teacher Account**

1. Go to the Khan Academy website - [www.khanacademy.org](http://www.khanacademy.org).
2. Click **Teachers**.
3. Click **Sign Up With Email**.
4. Type your working email address, first name, last name, and password.  
(Passwords should be at least 8 characters long and should contain a mixture of letters, numbers, and other characters)
5. Then, click **Sign Up**.



Tutorial Video Link

[https://drive.google.com/file/d/12hU5GZVY\\_23tEUPx77BLnck1L4xw6t/view?usp=drive\\_link](https://drive.google.com/file/d/12hU5GZVY_23tEUPx77BLnck1L4xw6t/view?usp=drive_link)

**UPDATING TEACHER ACCOUNT SETTINGS**

To ensure that your Khan Academy account is a Teacher account, follow these steps:

1. Click your **Name** on the upper right portion of the website.
  2. Click **Settings**.
  3. Scroll down and check if your **Role** is **Teacher/Coach**. Update the Homepage to **Teacher Dashboard**.
  4. Fill out the information under **Add your school**. Fill out country, region, division, district, and school. Then click **Save**.
- NOTE: If you cannot see your school under your district, check other district.**
5. Continue scrolling down and go to **Teacher Confirmation**. Tick **Yes, I am a teacher using the service on behalf of a school**. Then, click **Save Changes**.



Video Tutorial Link

[https://drive.google.com/file/d/1X7h1f1uVZ78P91ACVXR2awZnNtwwu7/view?usp=drive\\_link](https://drive.google.com/file/d/1X7h1f1uVZ78P91ACVXR2awZnNtwwu7/view?usp=drive_link)



Video Tutorial Link

[https://drive.google.com/file/d/1uByA4tcbat\\_28rNkm4BsmvM7w6KfMm/view?usp=drive\\_link](https://drive.google.com/file/d/1uByA4tcbat_28rNkm4BsmvM7w6KfMm/view?usp=drive_link)



**Reminders:**

- It is recommended to use your DepEd email address in creating your teacher account. In case you have forgotten your password, you may use your official email to reset your password and retrieve your account by clicking forgot password when you log in.
- If you already have an existing Khan Academy Account, Make sure to update the Account settings.
- Inform DepEd Support Team of any changes regarding your account.

**Khan Academy Philippines**  
 Member of the Khan Academy Network

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