



Republic of the Philippines  
**Department of Education**  
REGION III – CENTRAL LUZON  
SCHOOLS DIVISION OF SCIENCE CITY OF MUÑOZ

03 September 2024

**SCHOOLS DIVISION MEMORANDUM**  
No. 293 s. 2024

**SUBMISSION OF LEARNING ACTION CELL (LAC) PLAN  
FOR SCHOOL YEAR 2024-2025**

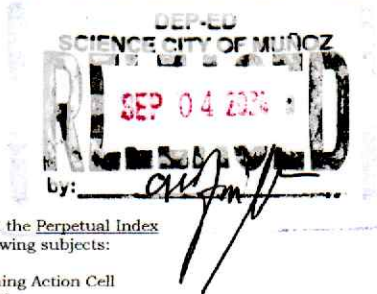
To: Assistant Schools Division Superintendent  
CID Chief Education Supervisor  
Education Program Supervisors  
Public Elementary and Secondary Schoolheads  
All Others Concerned

1. This Office announces the submission of Learning Action Cell (LAC) Plan for School Year 2024-2025 on or before September 12, 2024.
2. This issuance aims to ensure that all schools have direction with regard to addressing the professional development of teachers through LAC for the improvement of learning delivery and learning outcomes.
3. In the implementation phase, all topics must be reflected in the plan. All topics must gear toward the:
  - a. improvement of the teaching-learning process that will lead to improved learning among the students;
  - b. nurturing of successful teachers;
  - c. enabling teachers to support each other to continuously improve their content and pedagogical knowledge, practice, skills, and attitudes; and
  - d. fostering a professional collaborative spirit among schoolheads, teachers, and the community as a whole.
4. Schoolheads are directed to refer to DepEd Order No. 35, s. 2016 titled *The Learning Action Cell as a K to 12 Basic Education Program School-based Continuing Professional Development Strategy for the Improvement of Teaching and Learning* for information and guidance.
5. Approved LAC Plan shall be uploaded to <https://rb.gy/1inp1a>.
6. Enclosed is the LAC Template for uniformity purposes.



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7. Submission of Quarterly Activity Completion Report (ACR) will be every last week of the quarter with the following contents:
  - a. Narrative Report,
  - b. Pictures with Caption, and
  - c. Attendance Sheets.
8. For queries, please communicate with Miss Aileen G. Mactal, Schools Division LAC Focal, through her messenger or cellphone number 09175990328.
9. Wide dissemination of this Memorandum is earnestly desired.



**JOHANNA N. GERVACIO PhD, CESO V**  
Schools Division Superintendent

Encl: As stated  
Reference: None  
To be indicated in the Perpetual Index  
Under the following subjects:

Learning Action Cell  
LAC Plan

CID/AGM- Submission of LAC Plan  
029/September 03, 2024



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Enclosure to Schools Division Memorandum No. 293s. 2024

**Learning Action Plan for School Year 2024-2025**

Phase	Activities	Persons Involved	Time Frame	Resources		Success Indicators
				Funds	Source of Funds	
Planning						
Implementation						
Evaluation						

Prepared by:

\_\_\_\_\_  
Schoolhead

Recommending Approval:

**AILEEN G. MACTAL**  
Education Program Supervisor

Approved:

**LARRY B. ESPIRITU PhD**  
CID Chief ES