



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

01 October 2024

SCHOOLS DIVISION MEMORANDUM

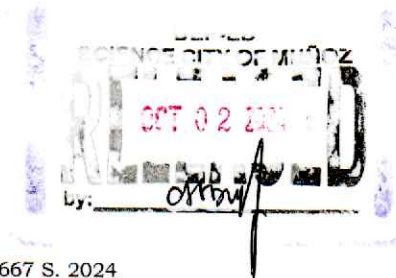
No. 327,

s. 2024

**DISSEMINATION OF THE REGIONAL MEMORANDUM NO. 667 RE:
CREATION OF PROGRAM FOR INTERNATIONAL STUDENT
ASSESSMENT (PISA) TECHNICAL WORKING GROUP
(TWG) IN THE SCHOOLS DIVISION
AND DISTRICT OFFICES**

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

1. For information, guidance and strict compliance of all concerned, enclosed is the Regional Memorandum No. 667 s. 2024 re: Creation of Program for International Student Assessment (PISA) Technical Working Group (TWG) in the Schools Division and District Offices.
2. For any concerns or queries, please communicate with Dr. Leilani D. Tidalgo, Division Testing Coordinator (DTC), through her cellphone no. 09636009845 or via email address: leilani.tidalgo@deped.gov.ph.
3. Immediate and wide dissemination of this Memorandum is earnestly desired.



JOHANNA N. GERVACIO PhD, CESO V
Schools Division Superintendent

Encl: RM 667 S. 2024

Reference: None

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

ASSESSMENT
PROGRAM FOR INTERNATIONAL STUDENT ASSESSMENT (PISA)
TECHNICAL WORKING GROUP

CID/LDT-Dissemination of RM-667
23/October 01, 2024

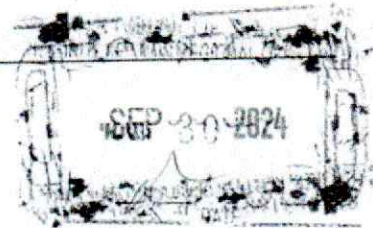


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REGIONAL MEMORANDUM
 No. 667, s. 2024

CREATION OF PROGRAM FOR INTERNATIONAL STUDENT ASSESSMENT (PISA) TECHNICAL WORKING GROUP (TWG) IN THE SCHOOLS DIVISION AND DISTRICT OFFICES

To: Assistant Regional Director
 Schools Division Superintendents
 Chiefs, Curriculum Implementation Division
 Chiefs, School Governance and Operations Division
 Public Schools District Supervisors
 Public and Private School Heads
 All Others Concerned

1. In preparation for administering the Program for International Student Assessment (PISA), the Schools Division Offices (SDOs) and District Offices are hereby directed to form their respective Technical Working Groups (TWGs) to ensure efficient planning, coordination, and execution of all related tasks.

2. The TWG will oversee the PISA Administration, ensuring that all necessary preparations are in place and that the assessment objectives are met in alignment with national and regional guidelines. The composition and respective roles of the TWG members at both the Schools Division Office and District levels are outlined below:

Schools Division Office (SDO) Level TWG	
Position	Duties/Roles
Schools Division Superintendent (SDS)	<ul style="list-style-type: none"> Chairperson Provides overall leadership and strategic direction in the administration of PISA. Oversees coordination with higher offices and ensures compliance with PISA guidelines and standards.
Assistant Schools Division Superintendent (ASDS)	<ul style="list-style-type: none"> Vice Chairperson Assists the Chairperson in managing the operations of the TWG and facilitates



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	communication between key stakeholders.
Curriculum Implementation Division (CID) Chief	<ul style="list-style-type: none">• Member• Leads the implementation of the assessment curriculum and ensures alignment with the PISA framework.
School Governance and Operations Division (SGOD) Chief	<ul style="list-style-type: none">• Member• Ensures appropriate learning resources and professional development initiatives are provided for effective assessment administration.
Education Program Supervisors (EPS) in Mathematics, English, and Science	<ul style="list-style-type: none">• Members• Ensure that teachers and students are adequately prepared for the assessment in their respective areas.• Monitor the readiness of schools in the SDO for the PISA administration in coordination with the schools and district supervisors.
Division ITO	<ul style="list-style-type: none">• Oversee the collection, analysis, and interpretation of data relevant to PISA.• Support the SDO in technology integration and utilizing data to inform instructional practices and improve student outcomes.
Division Guidance Focal Person	<ul style="list-style-type: none">• Identify at-risk students and implement support measures to enhance their performance.• Offer guidance services to help students understand the implications of PISA results on their future educational and career paths.• Facilitate discussions on the importance of international



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	assessments and global competitiveness.
District/Municipal Level TWG:	
Public Schools District Supervisor (PSDS) or Cluster School Head	<ul style="list-style-type: none">• Chairperson• Provides direct oversight and instructional support in the implementation of the PISA at the district level, ensuring proper coordination between schools and SDO.
School Heads	<ul style="list-style-type: none">• Member• Oversee the preparation of learners and teachers for PISA, ensuring that they are familiar with the assessment framework and expectations.• Ensure the availability and readiness of facilities and materials needed for the PISA administration, such as testing venues, resources, and equipment.• Managing logistical aspects such as scheduling, room assignments, and ensuring proper supervision relative to the PISA activities.
Master Teachers in Mathematics, English, and Science/Department Head	<ul style="list-style-type: none">• Members• Act as the focal persons for their respective subjects, ensuring that students are prepared and teachers are guided in the administration of PISA.• Assist in monitoring and supporting the capacity-building efforts of teachers involved in the assessment.
School Guidance Counselor/Designates	<ul style="list-style-type: none">• Identify at-risk students and implement support measures to enhance their performance.• Offer guidance/counseling services to help students



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	<p>understand the implications of PISA results on their future educational and career paths.</p> <ul style="list-style-type: none"> Facilitate discussions on the importance of international assessments and global competitiveness.
<p>Over-all Responsibilities of the TWG:</p> <ul style="list-style-type: none"> Ensure that all logistical, instructional, and administrative preparations are in place for the smooth conduct of the PISA. Monitor the progress of preparations in schools and report issues to the appropriate authorities for immediate resolution. Coordinate with all relevant stakeholders, including school heads and teachers, for orientation and training sessions related to PISA. Oversee the collection and submission of necessary documents and reports required for PISA administration. Conduct regular meetings to assess progress and address any challenges encountered. 	

3. The formation of the TWGs should be completed by September 25, 2024. Please submit the list of TWG members to the Regional Office through the Curriculum and Learning Management Division (CLMD) via email address: clmd.ro3@deped.gov.ph, for monitoring and support purposes.

4. For any questions or clarifications, kindly contact the CLMD office.

5. Immediate dissemination of and compliance with this Memorandum are desired.

RONNIE S. MALLARI, PhD, CESO V
 OIC-Regional Director

Encl.: As stated
 Reference: Memorandum DM-CT-2024-229
 To be indicated in the Perpetual Index
 under the following subjects:

ASSESSMENT
 PROGRAM FOR INTERNATIONAL STUDENT ASSESSMENT (PISA)
 TECHNICAL WORKING GROUP

CLMD3/clmdjo3
 September 24, 2024

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