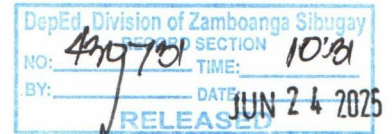




Republic of the Philippines  
**Department of Education**  
REGION IX - ZAMBOANGA PENINSULA  
**SCHOOLS DIVISION OF ZAMBOANGA SIBUGAY**



23 June 2025

**DIVISION MEMORANDUM**

No. 275, s. 2025

**CONDUCT OF SCHOOL-BASED TRAINING OF TEACHERS (SBTT) ON THE  
REVISED K TO12 CURRICULUM FOR GRADES 2, 3, 5 & 8**

To: Assistant Schools Division Superintendent  
Chief Education Supervisors  
Education Program Supervisors  
Public Schools District Supervisors/District In-Charge  
Public Secondary and Elementary Schools Heads  
Public Secondary and Elementary Teachers  
All Others Concerned  
This Division

1. In relevance to Regional Memorandum No. 261 S, 2025 on the Implementation of the Phase-2 revised K to 12 Curriculum Capacity Building for Grades 2, 3, 5, and 8, this division will commence the School-Based Training for Teachers, as part of the preparation of implementing the curriculum for SY 2025-2026.
2. The activity will focus on strengthening subject mastery and pedagogical expertise of teachers anchored on NEAP's **Engage, Practice, and Consolidate (EPC) Framework** (adopted from the Philippine Normal University).
3. The details of schedule are as follows:

	Grade Level	Date of Conduct
Batch 1	Grade 2 and 3 (All Districts)	June 30 to July 2, 2025
Batch 2	Grade 5 and 8 (SLC 1, 2, 3 and Alicia District)	July 2 to 4, 2025
Batch 3	Grade 5 and 8 (Mabuhay, Talusan and Olutanga Districts)	July 9 to 11, 2025

4. The following documents shall be submitted prior to the conduct of SBTT for review and approval (*template/format will be made available for downloading in the link below*):
  - Training Preparedness Checklist
  - HGDG/GAD Checklist
  - Training/Program Proposal
  - Matrix/ces
  - School-Based Training Implementation Plan



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- List of Target Participants and Program Management Team
  - Monitoring and Evaluation (M&E) Plan
5. The SBTT PMT of each district shall also submit through uploading of softcopy of the following documents three (3) days after the conduct of SBTT through uploading in the link provided below.
- Program Completion Report (pdf file and word)
  - Actual Participants Profile (Excel File)
  - Actual Financial Report
  - Daily Documentation with at least five (5) photos
- Link ➡ <https://sites.google.com/depd.gov.ph/sbtt-phase2/home>
6. All other materials shall also be made available in this site.
7. For immediate and widest dissemination.

**VIRGILIO P. BATAN, JR., CESON**  
Schools Division Superintendent

Enc. As stated

Reference: Regional Memorandum No. 261 S, 2025  
DM-OUHROD-2025-1100

To be included in the perpetual index under the ff. subjects:  
L&D SBTT REVISED KTO12

ZS-DM-SGOD-HRD-2025-06-146-0  
AMG-20250623