



Republic of the Philippines
Department of Education
 Negros Island Region
SCHOOLS DIVISION OF SAGAY CITY

MAY 29 2025

DIVISION MEMORANDUM

No. **326**, s. 2025

**CANVA MASTERCLASS: EMPOWERMENT CREATIVE AND FUTURE-READY
 TEACHERS (TRAIN THE TRAINER SESSION)**

To: Asst. Schools Division Superintendent
 Chief Education Supervisors – CID and SGOD
 Public Schools District Supervisors
 Public Elementary and Secondary School Heads
 All Others Concerned

1. Attached is Regional Memorandum 031 s. 2025 and Memorandum OM-OUHROD-2025-1243, from the **Office of the Human Resource and Organizational Development** dated May 15, 2025 regarding CANVA Masterclass: Empowerment Creative and Future-ready Teachers (Train the Trainer Sessions).
2. The identified Canva Champion Teachers to participate on June 3-5, 2025 are advised to confirm their participation through the link <https://tinyurl.com/MasterClassCanva2025> on or before 28 May 2025. Attached on the annex is the list of participants for this training.
3. Zoom meeting credentials for the masterclass will be sent to the participants via email upon registration. The participants are reminded to ensure that they have access to a laptop/ desktop computer and a reliable internet connection for the whole duration of the masterclass so they can actively and meaningfully engage in all sessions/ activities.
4. School heads, and immediate supervisors are requested to make appropriate arrangements to facilitate the smooth participation of attendees in the sessions while ensuring that their duties, especially attendance at other school activities, remain unaffected.
5. It is understood that in the conduct of this activity, there shall be no discrimination on account of age, school, gender, civil status, disability, religion, or other similar factors, or personal circumstances that run counter to the principles of equal opportunity.
6. Immediate and wide dissemination of this Memorandum is desired.

DANNIE CLARK M. UGUIL

OIC- Schools Division Superintendent



Enclosure : As stated
 Reference : RM No. 31 s. 2025
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To be indicate in the **Perpetual Index** under the following subjects:

Computer Education

Information Technology

FN: Junmarl Alconga/HRD/SGOD



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(Enclosure No. 1 to Division Memorandum No. 326, s. 2025)

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