



CID - 2807

Republic of the Philippines  
Department of Education  
NEGROS ISLAND REGION  
SCHOOLS DIVISION OF SAGAY CITY


JUN 19 2025

**DIVISION MEMORANDUM**No. 361, s. 2025

**ORIENTATION AND WORKSHOP ON THE UTILIZATION OF DATA BANK SYSTEM  
(DIGITAL) FOR KINDERGARTEN ECCD ASSESSMENT FOR SCHOOL YEAR 2025-  
2026**

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

1. This is to inform the field that the Schools Division of Sagay City will conduct an Orientation and Workshop on the Utilization of Data Bank System (Digital) for Kindergarten ECCD assessment on June 20, 2025, 1:00 – 5:00 p.m at the Computer Laboratory of Jose B. Puey Sr. Elem. School.
2. This activity aims to:
  - a. promote effective use of the Digital Data Bank System for ECCD assessment and analysis;
  - b. facilitate easy access to ECCD assessment results for targeted interventions to improve learners' performance; and
  - c. maintain digital individual records of kindergarten learners as part of the school's permanent records.
3. Participants of this activity are the **Kindergarten Coordinators** from **Districts 1-7 and District 9**. Participants are required to bring laptops and extensions chords for use during the workshop. The list of the participants and facilitators is provided in the enclosure of this memorandum.
4. Travel expenses of the participants shall be charged against school MOOE or other local school funds, subject to existing accounting and auditing rules and regulations.
5. It is understood that in the conduct of this activity there shall be no discrimination in the provision of such partnership on account of age, school, gender, civil status, disability, religion or other similar factors, personal circumstances that run counter to the principles of equal opportunity.
6. For immediate dissemination of this memorandum is desired.

  
**DANNIE CLARK M. UGUIL, CESE**  
OIC – Schools Division Superintendent

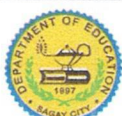


Enclosure : 1  
Reference :  
Allotment : N/A  
No. of Pages : 1

To be indicate in the **Perpetual Index** under the following subjects:

**TEACHER DATA BANK****KINDERGARTEN**

FN: JSM/CID  
June 16, 2025



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SCHOOLS DIVISION OF SAGAY CITY

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

**LIST OF OFFICIATING OFFICIALS**

Name	School	District
1. Junamie P. Bataclit 2. Priscilla A. Morales	B.V. Rodriguez E/S Jose B. Puey Sr. ES	1
3. Clarissa P. Patpat	Ma. Lopez E/S	2
4. Gemma G. Gea	Bato Central E/S	3
5. Niña C. Pios	Elia T. Canoy Esperanilla E/S	4
6. Irene Bernadith P. Rodulfa	Old Sagay E/S	5
7. Marie Joy F. Villarosa	Lopez Jaena E/S	6
8. Gemma C. Bantigue	Gil Lopez E/S	7
9. Jane E. Miranda	Eusebio Lopez Integrated School	9

**Lecturers:**

1. JONEL S. MAÑALE – DIVISION KINDER COORDINATOR
2. JIREH N. SALAVER – TEACHER 1 - AEMSES