

Republika ng Pilipinas
Kagawaran ng Edukasyon
Region 5 (Bikol)

TANGGAPANG PANSANGAY NG MGA PAARALAN NG CATANDUANES

February 19, 2026

DIVISION MEMORANDUM
No. 279, s. 2026

SUBMISSION OF SCHOOL LEARNING ACTION CELL (SLAC) PLAN FOR SY 2026-2027

To : Assistant Schools Division Superintendent
Chief Education Supervisors
Public Schools District Supervisors
Elementary and Secondary School Heads
District Personnel Development Committee (DiPDC)
School Personnel Development Committee (SPDC)
All Others Concerned

1. The Department of Education (DepEd) upholds the continuous professional development of its personnel guided by existing laws, policies, and standards particularly the following:

- a. DepEd Order No. 35 s. 2016: *"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"*.
- b. DM-OOHROD-2024-1576: *"Guidelines on the Conduct of Regional Office, Schools Division Office and School Developed Professional Development Programs for FY 2024."*

2. In line with this, the Public Schools District Supervisors (PSDS) – Chairpersons of the District Personnel Development Committee (DiPDC) through the School Heads – Chairpersons of the School Personnel Development Committee (SPDC), are hereby requested to submit one (1) *printed copy of 5-Month School Learning Action Cell for School Year 2026-2027*. The submission period shall be **from March 23, 2026 to April 15, 2026** and must be forwarded to the Schools Governance and Operations Division – Human Resource Development Section (SGOD-HRD).

3. The following documents shall be submitted as follows:

A. Preparation Phase- Division Quality Assurance Requirements

1. 5-Month School Learning Action Cell (SLAC)
2. Sample of End of Day Evaluation Tool
3. Budget Matrix
4. Work Application Plan
5. School-Based Professional Development Program Design QA of School Heads
6. School-Based Professional Development Program Design QA of PSDS
7. Sample Endorsement (School Head, PSDS, and OIC-SDS).
8. Curriculum Vitae (Learning Facilitators must be at least a Master Degree Holder and with expertise to the topic assigned)
9. Quality Assured Session Guides and Slide Decks
10. Individual Profile Sheet (link to be provided by the HRDS)

B. Implementation Phase

The 5-Month School Learning Action Cell (LAC) sessions shall be conducted every last Friday of the month from July 2026 to November 2026. Additionally, if there are any necessary adjustments to the scheduled dates, the School Heads or Public Schools District Supervisors



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(PSDS) are required to submit a formal letter addressed to the Office of the Schools Division Superintendent (SDS) for approval.

C. Completion Phase

The school heads are directed to submit one (1) printed required documents: a.) **NEAP Completion Report with enclosures** b.) **CPD completion report (for approved CPD Program)** 15 days after the conduct of the 5-Month School Learning Action Cell.

4. The standard templates may be accessed through the following link:
 - a. <https://bit.ly/SchoolLAC001> for Division Quality Assurance Requirements
 - b. <https://depedctd.github.io/hrd-school/cpd-prog-requirements.html>
 - c. <https://depedctd.github.io/hrd-school/ld-requirements.html>.
 - d. <https://depedctd.github.io/hrd-school/cpd-completion>.
5. For dissemination, guidance and strict compliance of all concerned.


MA. JEANY T. ABAYON
Assistant Schools Division Superintendent
Officer-in-Charge
Office of the Schools Division Superintendent

HRD/misr/cpg
02/19/2026



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