



Republic of the Philippines
Department of Education
Region VIII
SCHOOLS DIVISION OF TACLOBAN CITY
Tacloban City

September 30, 2024

DIVISION MEMORANDUM

No. 709 s. 2024

**PLANNING CONFERENCE FOR THE CONDUCT OF THE PROGRAMME FOR
INTERNATIONAL STUDENT ASSESSMENT (PISA) PRE-TEST**

**TO: ASSISTANT SCHOOLS DIVISION SUPERINTENDENT
CHIEFS CID / SGOD
EDUCATION PROGRAMS SUPERVISORS
PUBLIC SCHOOLS DISTRICT SUPERVISORS
DIVISION INFORMATION AND TECHNOLOGY OFFICER
DIVISION PLANNING OFFICER
DIVISION M&E
SECONDARY AND SENIOR HIGH SCHOOL PRINCIPALS
SECONDARY SCHOOL ICT COORDINATORS
ALL OTHERS CONCERNED**

1. As part of its preparation for the 2025 **Programme for International Student Assessment (PISA)**, the Department of Education will administer the **PISA-Science Program Pre-Test** from **September 30 to October 11, 2024**. The pre-test will be administered using either **the Learning Management System (LMS)** or **pen-and-paper**.
2. This memo outlines the proposed division of labor and meeting schedule for planning and preparation for the pre-test. The convergence of all personnel mentioned will be on **October 4, 2024, at the Social Hall of San Fernando Central School from 1:00 to 5:00 in the afternoon**.
3. Anent to this, the following Term of Reference shall be observed by the following functional units to wit:
 - a. **SGOD Office** – Headed by SGOD Chief
Focus – School Level preparation.
Identify schools that will participate in the PISA pre-test.
Identify schools with computer equipment and internet connection.
Submit the list of schools with functional computer equipment and an internet connection.
 - b. **CID Office** – Headed by CID Chief
Focus: Curriculum and assessment-related
Review and align curriculum content with PISA.
Identify appropriate learning resources.



Plan the conduct of the district and division-wide monitoring.

- c. Division ITO shall ensure that the School ICT coordinator will be oriented on the Learning Management System, which includes the creation of learners accounts for schools that opt to make use of this platform.
4. The Division Monitoring and Evaluation (M&E) in coordination with the Education Program Supervisor of Science and Mathematics will consolidate the results of the pre-test for submission to the Regional Office.
5. Immediate dissemination of and strict compliance with this Memorandum are desired.

for: N.S.D. # 426 v. 2124
SHERLITA A. PALMA EdD, CESO VI
OIC -Schools Division Superintendent