



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

June 17, 2025

Division Memorandum

No. 458 s. 2025

CONDUCT OF THE QUARTERLY PORTFOLIO DAY FOR SCHOOL YEAR 2025-2026

To: Assistant Schools Division Superintendent
Chief, Curriculum Implementation Division
Education Program Supervisors
Public Schools District Supervisors
Public Elementary & Secondary School Heads
All Concerned

1. In compliance with Regional Memorandum No. 652, s. 2025, with the title "Conduct of Quarterly Portfolio Day for School Year 2025-2026", this Office, through the Curriculum Implementation Division (CID), directs all schools to conduct quarterly the Portfolio Day for School Year 2025-2026.
2. Schedule of the quarterly Portfolio Day is as follows:

Quarter 1	-	August 30, 2025
Quarter 2	-	November 8, 2025
Quarter 3	-	January 31, 2026
Quarter 4	-	April 1, 2026
3. The following activities should be included in the conduct of the said activity:
 - a. Parent-Teacher-Adviser conference and feedback-giving
 - b. Showcase of Learners' outputs and performances
 - c. Distribution of Learners' Progress Report Cards
 - d. Other relevant activities that involve the parents and other stakeholders
4. The Division Personnel through the Division Field Technical Assistance Composite Teams (DFTACT), are enjoined to monitor the schools in their assigned District Learning Center (DLC) to capture the best practices and to render technical assistance if necessary. The prescribed template should be utilized as monitoring tool. (see Enclosure 1)
5. For the timely submission of the monitoring report, each monitor shall enter the relevant data and findings to a google link which will be shared in the Official GCs.