



Republic of the Philippines
Department of Education
Region VI – Western Visayas
DIVISION OF CAPIZ

May 10, 2021

DIVISION MEMORANDUM

No. 082 s. 2021

**SUBMISSION OF SENIOR HIGH SCHOOL TEACHER NEEDS AS OF
SECOND SEMESTER, SCHOOL YEAR 2020-2021**

To: Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
Heads of Public Secondary and Integrated Schools
All Others Concerned

1. Please be informed that all secondary and integrated schools are advised to submit their **Senior High School (SHS) teacher needs as of Second Semester of school year 2020-2021**, not later than **May 17, 2021**, through the Division School Governance and Operations Division. Kindly attach the 2020-2021 SF 7.
2. It is understood that school heads shall base the needs on current school data and priority subject area/s, which shall be **subject for validation** by this office.
3. Also, be informed that existing unfilled new/vacant senior high school teacher items shall be reallocated based on the results of this current teacher needs analysis, together with the 2021 new SHS items. **This means that unfilled/vacant SHS items are considered not tagged with any school at present.**
4. The format of the teacher needs report is attached. **Please submit separate reports for each offering.** For example, if the school is offering GAS and TVL-Home Economics-Food and Beverage Services NC II, two separate reports shall be submitted – 1 for GAS and another 1 for TVL-HE-FBS.
5. Immediate and wide dissemination of this memorandum is desired.

SALVADOR O. OCHAVO, JR. EdD, CESO V
Schools Division Superintendent

MAY 10 2021

Enclosure: As stated
To be indicated in the Perpetual Index
Under the following subjects:

HIRING SENIOR HIGH SCHOOL TEACHERS

/jrn



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Enclosure to Division Memorandum No. 082, s. 2021

A. NEEDS BY OFFERING

(One report per offering)

Name of School	SHS Offering	Subjects (all subjects)	Teacher/s Handling the Subject	Specialization	SHS Item or JHS Item Teaching in SHS (select one)	Rank according to Priority (Number 1 as the highest priority)

B. CONSOLIDATED SUMMARY OF TEACHER NEEDS (TOP 3)

(Consolidate the needs of the school from among all the offerings-only 1 report per school)

Priority	Area of Specialization Needed	No. of items needed in the area of specialization
1		
2		
3		

Prepared by:

School Head



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