



Republic of the Philippines
Department of Education
National Capital Region
DIVISION OF CITY SCHOOLS
City of Mandaluyong

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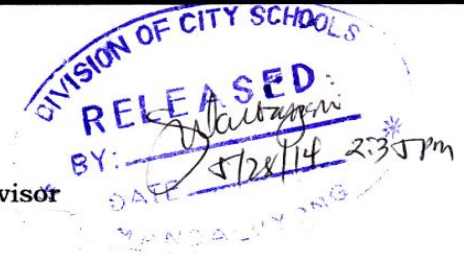


MEMORANDUM

TO: Asst. Schools Division Superintendent
Education Program Supervisors/District Supervisor
Principals, Public Elementary Schools

Subject: **CLASS PROGRAM FOR SINGLE/DOUBLE SESSIONS FOR SY 2014 - 2015
- ELEMENTARY LEVEL AND OTHER RELATED ISSUES**

Date: May 28, 2014



1. In order that all elementary schools have the same class schedule (single and double sessions) the field is hereby advised to refer to the attached program.
2. To give teachers more time in the preparation of their visual aids and to lessen the lesson plans they prepare everyday, the following must be observed in the distribution of teacher's assignment:
 - For Grades 1 and 2 - self-contained
 - For Grades 3 and 4 - team teaching
 - For Grades 5 and 6 - departmentalized
3. A particular subject area must not be scheduled at the same time, instead have it be interchanged with another subject having the same number of minutes.
4. Indicate under Recommending Approval for District I as District I Coordinating Principal and for District II as District Supervisor.
5. Submit Forms A and B for approval.
6. Wide and prompt dissemination of this **Memorandum** is desired.


EVANGELINE P. LADINES, CESO VI
Schools Division Superintendent *epc*

GRADE I (AM SESSION)
Single Session

1st Quarter		
TIME	MINUTE	SUBJECT
6:45 - 7:00	15	Flag Ceremony
7:00 - 7:30	30	Esp
7:30 - 8:20	50	Mother Tongue
8:20 - 9:10	50	Mathematics
9:10 - 9:30	20	Recess
9:30 - 10:10	40	Araling Panlipunan
10:10 - 10:50	40	MAPEH
10:50 - 11:20	30	Remedial Instruction
Total No. of Minutes	240	
Preparation of IMS	120	
Total No. of Minutes	360	

2nd Quarter		
TIME	MINUTE	SUBJECT
6:45 - 7:00	15	Flag Ceremony
7:00 - 7:30	30	Esp
7:30 - 8:20	50	Mother Tongue
8:20 - 8:50	30	Filipino
8:50 - 9:40	50	Mathematics
9:40 - 10:00	20	Recess
10:00 - 10:40	40	Araling Panlipunan
10:40 - 11:20	40	MAPEH
11:20 - 11:50	30	Remedial Instruction
Total No. of Minutes	270	
Preparation of IMS	90	
Total No. of Minutes	360	

3rd and 4th Quarter		
TIME	MINUTE	SUBJECT
6:45 - 7:00	15	--Flag Ceremony
7:00 - 7:30	30	Esp
7:30 - 8:20	50	Mother Tongue
8:20 - 8:50	30	Filipino
8:50 - 9:20	30	English
9:20 - 10:10	50	Mathematics
10:10 - 10:30	20	Recess
10:30 - 11:10	40	Araling Panlipunan
11:10 - 11:50	40	MAPEH
11:50 - 12:20	30	Remedial Instruction
Total No. of Minutes	300	
Preparation of IMS	60	
Total No. of Minutes	360	

Recommending Approval:

Principal

Prepared by:

Adviser

APPROVED:

For: **DR. EVANGELINE P. LADINES**
Schools Division Superintendent

By: _____
EPS-Incharge of the School

District I Coordinating Principal

GRADE II (Single Session)

TIME	NUMBER OF MINUTE	SUBJECT
6:45 - 7:00	15	Flag Ceremony
7:00 - 7:30	30	Edukasyon sa Pagpapahalaga
7:30 - 8:20	50	Mother Tongue
8:20 - 9:10	50	Filipino
9:10 - 9:30	20	Recess
9:30 - 10:20	50	English
10:20 - 11:10	50	Mathematics
11:10 - 11:50	40	Araling Panlipunan
11:50 - 12:20	30	Lunch
12:20 - 1:00	40	MAPEH
1:00 - 1:30	30	Remedial Instruction
Total No. of Minutes	340	
Preparation of IMS	20	
Total No. of Minutes	360	

Prepared by:

Recommending Approval:

Adviser

Principal

APPROVED:

District I Coordinating Principal

For: **DR. EVANGELINE P. LADINES**
Schools Division Superintendent

By:

EPS-Incharge of the School

GRADE III (Single Session)

TIME	NUMBER OF MINUTES	SUBJECT
6:45 - 7:00	15	Flag Ceremony
7:00 - 7:30	30	Edukasyon sa Pagpapahalaga
7:30 - 8:20	50	Mother Tongue
8:20 - 9:10	50	Filipino
9:10 - 9:30	20	Recess
9:30 - 10:20	50	English
10:20 - 11:10	50	Mathematics
11:10 - 11:50	40	Araling Panlipunan
11:50 - 12:20	30	Lunch
12:20 - 1:00	40	MAPEH
1:00 - 1:50	50	Science
Total No. of Minutes	360	

Prepared by:

Adviser

Recommending Approval:

Principal

District I Coordinating Principal

APPROVED:

For: DR. EVANGELINE P. LADINES
Schools Division Superintendent

By: _____
EPS-Incharge of the School

GRADE IV (Single Session)

TIME	NUMBER OF MINUTES	SUBJECT
6:45 - 7:00	15	Flag Ceremony
7:00 - 7:20	20	Edukasyon sa Pagpapahalaga
7:20 - 8:20	60	English
8:20 - 9:10	50	Filipino
9:10 - 9:30	20	Recess
9:30 - 10:30	60	Mathematics
10:30 - 11:30	60	Science
11:30 - 12:00	30	Lunch
12:00 - 12:40	40	Araling Panlipunan
12:40 - 1:10	30	MAPEH
1:10 - 1:50	40	EPP
Total No. of Minutes	360	

Prepared by:

Recommending Approval:

Adviser

Principal

APPROVED:

District I Coordinating Principal

For: **DR. EVANGELINE P. LADINES**
Schools Division Superintendent

By:

EPS-Incharge of the School

GRADE V (Single Session)

TIME	NUMBER OF MINUTES	SUBJECT
6:45 - 7:00	15	Flag Ceremony
7:00 - 7:30	30	Edukasyon sa Pagpapahalaga
7:30 - 8:30	60	English
8:30 - 9:30	60	Filipino
9:30 - 9:50	20	Recess
9:50 - 10:50	60	Mathematics
10:50 - 11:50	60	Science
11:50 - 12:20	30	Lunch
12:20 - 1:00	40	Araling Panlipunan
1:00 - 1:40	40	MAPEH
1:40 - 2:20	40	EPP
Total No. of Minutes	340	

Prepared by:

Recommending Approval:

Adviser

Principal

APPROVED:

District I Coordinating Principal

For: **DR. EVANGELINE P. LADINES**
Schools Division Superintendent

By: _____
EPS-Incharge of the School

GRADE VI (Single Session)

TIME	NUMBER OF MINUTES	SUBJECT
6:45 - 7:00	15	Flag Ceremony
7:00 - 7:30	30	Edukasyon sa Pagpapahalaga
7:30 - 8:30	60	English
8:30 - 9:30	60	Filipino
9:30 - 9:50	20	Recess
9:50 - 10:50	60	Mathematics
10:50 - 11:50	60	Science
11:50 - 12:20	30	Lunch
12:20 - 1:00	40	Araling Panlipunan
1:00 - 1:40	40	MAPEH
1:40 - 2:20	40	EPP
Total No. of Minutes	340	

Prepared by:

Recommending Approval:

Adviser

Principal

APPROVED:

District I Coordinating *Principal*

For: DR. EVANGELINE P. LADINES
Schools Division Superintendent

By:

EPS-Incharge of the School

GRADE I
Double Session

1 st Quarter		
Time	Minute	Subject
6:00-6:15	15	Flag Ceremony
6:15-6:45	30	ESP
6:45-7:35	50	MATH
7:35-8:25	50	Mother Tongue
8:25-8:45	20	Recess
8:45-9:25	40	AP
9:25-10:05	40	MAPEH
10:05-10:35	30	Remedial Instruction
Total No. of Minutes	240	
Preparation of IMS		
Total No. of Minutes		

2 nd Quarter		
Time	Minute	Subject
6:00-6:15	15	Flag Ceremony
6:15-6:45	30	ESP
6:45-7:35	50	MATH
7:35-8:25	50	Mother Tongue
8:25-8:45	20	Recess
8:45-9:25	40	AP
9:25-10:05	40	MAPEH
10:05-10:35	30	Filipino
10:35-11:05	30	Remedial Instruction
Total No. of Minute	240	
Preparation of IMS	90	
Total No. of Minute	360	

3 rd and 4 th Quarter		
Time	Minute	Subject
6:00-6:15	15	Flag Ceremon
6:15-6:45	30	ESP
6:45-7:35	50	MATH
7:35-8:25	50	Mother Tongue
8:25-8:45	20	Recess
8:45-9:25	40	AP
9:25-10:05	40	MAPEH
10:05-10:35	30	Filipino
10:35-11:05	30	English
11:05-11:35	30	Remedial Instruc
Total No. of Minute	300	
Preparation of IMS	60	
Total No. of Minute	360	

Prepared by: _____

Adviser

Recommending Approval: _____

Principal

District I Coordinating Principal

APPROVED:

For: DR. EVANGELINE P. LADINES
Schools Division Superintendent

By: _____

EPS- Incharge of the School

GRADE II (PM Session)

(with 10 minutes deducted to 2 subject area)
Double Session

1 st Quarter		
Time	Minute	Subject
11:00-11:15	15	Flag Ceremony
11:15-11:45	30	EsP
11:45-12:25	40	Mother Tongue
12:25-1:15	50	ENGLISH
1:15-1:55	40	AP
1:55-2:15	20	RECESS
2:15-2:55	40	FILIPINO
2:55-3:45	50	MATH
3:45-4:35	40	MAPEH
4:35-5:05	30	Remedial Instruction
Total No. of Minutes	320	
Preparation of IMS	40	
Total No. of Minutes	360	

2nd Quarter		
Time	Minute	Subject
11:30-11:45	15	Flag Ceremony
11:45-12:15	30	EsP
12:15-12:55	40	Mother Tongue
12:55-1:45	50	ENGLISH
1:45-2:05	20	RECESS
2:05-2:45	40	AP
2:45-3:35	50	MATH
3:35-4:15	40	FILIPINO
4:15-4:45	30	MAPEH
4:45-5:15	30	Remedial Instruction
Total No. of Minute	310	
Preparation of IMS	50	
Total No. of Minute	360	

Prepared by:

Adviser

Recommending Approval:

Principal

District I Coordinating Principal

APPROVED:

For:

DR. EVANGELINE P. LADINES
Schools Division Superintendent

By:

EPS- Incharge of the School

3rd and 4th Quarter		
Time	Minute	Subject
12:00-12:15	15	Flag Ceremony
12:15-12:45	30	EsP
12:45-1:25	40	Mother Tongue
1:25-2:15	50	ENGLISH
2:15-2:55	40	AP
2:55-3:15	20	20
3:15-4:05	50	MATH
4:05-4:45	40	FILIPINO
4:45-5:15	30	MAPEH
5:15-5:45	30	Remedial Instru
Total No. of Minute	310	
Preparation of IMS	50	
Total No. of Minute	360	

**GRADE III (AM Sessions)
Double Sessions**

Time	Minute	Subject
6:00-6:15	15	Flag Ceremony
6:15-6:45	30	ESP
6:45-7:25	40	Mother Tongue
7:45-8:35	40	FILIPINO
8:35-8:55	20	RECESS
8:55-9:45	50	MATH
9:45-10:25	40	AP
10:25-10:55	30	MAPEH
10:55-11:45	50	SCIENCE
Total No. of Minutes	330	
Preparation of IMS	30	
Total No. of Minutes	360	

Prepared by:

_____ Adviser

Recommending Approval:

_____ Principal

APPROVED:

_____ District I Coordinating Principal

For:

DR. EVANGELINE P. LADINES
Schools Division Superintendent

By:

_____ EPS- Incharge of the School

**GRADE IV (PM Sessions)
Double Sessions**

Time	Minute	Subject
12:00-12:15	15	Flag Ceremony
12:15-12:45	30	ESP
12:45-1:35	50	ENGLISH
1:35-2:25	50	FILIPINO
2:25-2:45	20	RECESS
2:45-3:35	50	MATH
3:35-4:15	40	SCIENCE
4:15-4:55	40	AP
4:55-5:35	40	MAPEH
5:35-6:15	40	EPP
Total No. of Minutes	340	
Preparation of IMS	20	
Total No. of Minutes	360	

Prepared by:

_____ Adviser

Recommending Approval:

_____ Principal

_____ District I Coordinating Principal

APPROVED:

For:

DR. EVANGELINE P. LADINES
Schools Division Superintendent

By:

_____ EPS- Incharge of the School

**GRADE V (PM Sessions)
Double Sessions**

Time	Minute	Subject
12:30-12:45	15	Flag Ceremony
12:45-1:15	30	ESP
1:15-2:05	50	ENGLISH
2:05-2:55	50	FILIPINO
2:55-3:15	20	RECESS
3:15-4:05	50	MATH
4:05-4:55	50	SCIENCE
4:55-5:35	40	AP
5:35-6:05	30	MAPEH
6:05-6:45	40	EPP
Total No. of Minutes	340	
Preparation of IMS	20	
Total No. of Minutes	360	

Prepared by:

Adviser

Recommending Approval:

Principal

APPROVED:

District I Coordinating Principal

For: DR. EVANGELINE P. LADINES
Schools Division Superintendent

By: _____
EPS- Incharge of the School

**GRADE VI (PM Sessions)
Double Sessions**

Time	Minute	Subject
6:00-6:15	15	Flag Ceremony
6:15-6:45	30	ESP
6:45-7:35	50	ENGLISH
7:35-8:25	50	FILIPINO
8:25-8:45	20	RECESS
8:45-9:35	50	MATH
9:35-10:25	50	SCIENCE
10:25-11:05	40	AP
11:05-11:35	30	MAPEH
11:35-12:15	40	Eduk. Pantahanan
Total No. of Minutes	340	
Preparation of IMS	20	
Total No. of Minutes	360	

Prepared by:

Adviser

Recommending Approval:

Principal

APPROVED:

District I Coordinating Principal

For:

DR. EVANGELINE P. LADINES
Schools Division Superintendent

By:

EPS- Incharge of the School