



Republic of the Philippines  
**Department of Education**  
REGION IV-A CALABARZON  
SCHOOLS DIVISION OF IMUS CITY

16 DEC 2025

**DIVISION MEMORANDUM**

No. 779, s. 2025

**DIVISION CAPACITY BUILDING AND ENHANCEMENT OF  
SCHOOL PAPER ENTRIES TO THE REGIONAL SCHOOLS PRESS  
CONFERENCE**

**TO:** OIC - Assistant Schools Division Superintendent  
OIC - CID Chief Education Program Supervisor  
OIC - SGOD Chief Education Program Supervisor  
Education Program Supervisors  
School Heads/ TICs/ OICs (Public and Private Schools)  
All Others Concerned

1. In line with the Department of Education's thrust to promote campus journalism as a tool for developing critical thinking, creativity, and responsible communication among learners, the Schools Division of Imus City, through the Curriculum Implementation Division, shall conduct the Division Capacity Building and Enhancement of School Paper Entries to the Regional Schools Press Conference on January 14-16, 2026 at Imus Pilot Elementary School, Imus City, Cavite. This initiative aims to strengthen the quality of school paper entries and ensure competitiveness in the upcoming Regional Schools Press Conference (RSPC).
2. The objectives of this training are to:
  - a. Enhance the technical writing, editing, and layout skills of campus journalists.
  - b. Provide school paper advisers with updated strategies in coaching and mentoring.
  - c. Conduct peer review and evaluation of school paper entries prior to regional submission.
  - d. Align division entries with the standards and criteria set for the RSPC and NSPC.
3. Deadline of submission of school paper entries (6 sets in hard copies) will be on January 14, 2026 (Day 1) until 9AM in the morning. Hardcopies may be printed in actual



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size, or A4 size for Elementary and Legal Size for Secondary. It will be immediately followed by judging of school paper entries. Late submissions will be accepted but NOT INCLUDED IN THE JUDGING.

4. Announcement of school paper entries who will be included in the top five (5) highest pointers (in random order) will immediately follow as soon as judging is finished to give way for cliniquing and enhancement of the school papers in Day 2 and 3.
5. The guidelines set by the region for this year will be the basis in evaluating the school paper entries. Failure to comply with the set guidelines will be a ground for disqualification.
6. The Best Section for each page will be recognized in a separate date. The top five highest pointers both in English and Filipino in the Elementary and Secondary levels shall be declared as the best school papers in the division.
7. To win a spot in the overall top five (5) in the division, the school paper must win at least two different pages or sections among the top 5 winners.
8. School Heads are requested to ensure the arrangement of schedule of the affected teachers in compliance with the Department's Time on Task policy.
9. Expenses for food of the school paper advisers and Program Management Team, training materials and speakers' honoraria shall be charged against 2025 Special Education Fund (SEF). However, travelling expenses of school paper advisers shall be charged to the school MOOE or other local funds, subject to the usual accounting and auditing rules and regulations.
10. For questions and clarifications, you may contact Mr. Ricardo R. David III and Dr. Marilou P. Bronzi, Education Program Supervisors In-Charge of Campus Journalism at (046) 419-8450 local 221.
11. Immediate dissemination of this Memorandum is earnestly desired.



Digitally signed by  
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**HOMER N. MENDOZA**

Assistant Schools Division Superintendent  
Officer-in-Charge  
Office of the Schools Division Superintendent



Encl.: As stated  
Reference: As stated

To be indicated in the Perpetual Index  
Under the following subjects:

TRAINING  
CONTESTS  
LEARNERS

*cid/rrd/12-14-2025*