



DEPARTMENT OF EDUCATION
Region X- Northern Mindanao
DIVISION OF MALAYBALAY CITY
Purok 6, Casisang, Malaybalay City



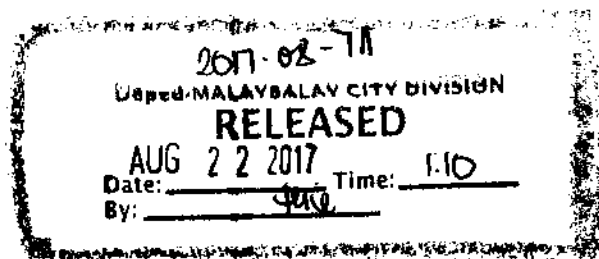
Telefax: (0880 or 088) 221-4597 email: depedmblycity@yahoo.com

DIVISION MEMORANDUM

No. 408 s. 2017

TO: Chief Education Supervisors and Staff, SGOD and CID
Private School Principals/Administrators
All Others Concerned
This Division

FROM: 
EDILBERTO L. OPLENARIA, CESO VI
Schools Division Superintendent



DATE: August 15, 2017

SUBJECT: **DISSEMINATION OF REGION MEMORANDUM NO. 328, s. 2017, Re: 2017 PRIVATE SCHOOLS' CONGRESS and REGION MEMORANDUM NO. 345, s. 2017 ADDENDUM TO REGION MEMORANDUM NO. 328, s. 2017**

1. Pursuant to **Region Memorandum No. 328 and 345, s. 2017** the field is hereby informed that the DepEd Regional Office in partnership with Private Secondary School Administrators Association of the Philippines (PRISAAP) Region X Chapter will conduct the 2017 Private Schools' Congress on August 24, 2017 at Grand Caprice, Limketkai Center, Cagayan de Oro City.

2. As provided in the Memorandum, this office reiterates the following important provisions, to wit:

Expected Number of Participants per Schools Division are the following:

Division	Schools Division Office	Private School (at least 2 per school)
Malaybalay City	5	20

3. A registration of One Thousand Two Hundred Pesos (P1,200.00) only shall be collected from each participant to cover lunch, two snacks, venue rental, kits and other related expenses in the conduct of the activity.

4. Private School Principals/Administrators are encouraged to send Private School Profile on or before August 18, 2017 in Excel format through email at

maitelleisrael45@gmail.com to determine the materials needed for the congress and for collation purposes.

5. Travel and allowable expenses of participants from the Schools Division Office shall be charged against local funds subject to usual accounting and auditing rules and regulations.

6. Should there be queries, please contact MAITELLE B. ISRAEL, OIC EPS II-M & E at 09757052283 or email at maitelleisrael45@gmail.com.

7. Immediate and wide dissemination of this Memorandum is desired.

Encl:

As stated

Copy furnished:

Records Unit

SGOD File/Private Schools Coordinator

TO BE POSTED IN THE DIVISION WEBSITE