



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

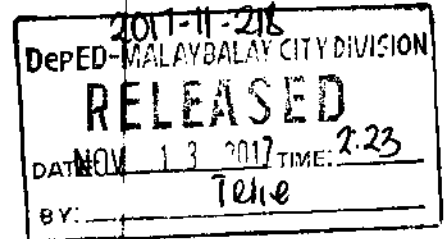



Telefax: (0880 or 088) 221-4597 email: depedmlblycity@yahoo.com

DIVISION MEMORANDUM

No. 606 s. 2017

TO: Education Supervisors Chief, CID and SGOD and Staff
Division SMEA Team and Pilot Team
All Others Concerned
This Division



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

Date: November 10, 2017

Subject: PRE-WORK ACTIVITY ON THE DIVISION TRAINING ON THE CONDUCT OF SCHOOL MONITORING & EVALUATION AND ADJUSTMENT (SMEA)

1. In preparation for the conduct of the Division Training on the Conduct of School Monitoring & Evaluation and Adjustment (SMEA), this Office will hold a Pre-Work Activity on November 16, 2017 at 1:00 in the afternoon at the Division Office Multi-Purpose Hall.
2. The activity aims to orient, familiarize, rehearse the Division and Pilot SMEA Team members and facilitators of the topics and tasks assigned to them.
3. Participants of the pre-work activity are the following:

1. RALPH T. QUIROG	Chief ES, CID
2. LORENZO O. CAPACIO, EDD	Chief ES, SGOD
3. ROSIE A. SALUPADO	EPS, SGOD
4. JASMIN J. ADRIATICO	ALS Supervisor
5. GRETCHEN V. CATANE	EPS II- ALS
6. ETHYL JANE B. LUSSIER	EPS II- ALS
7. VICENTE G. SANMIGUEL	SEPS in Planning and Research
8. JUTCHEL L. NAYRA, DPA	Administrative Officer V
9. PAUL JOHN ARIAS	Information & Technology Officer
10. SYBIL L. MAPUTI	A.O. IV- Budget Officer
11. RYSA CYLE C. ROSALEJOS, CPA	Accountant III
12. GUIA MA. G. GAMUTIN	A.O. IV

13. NOEL A. TAN NERY	Public Schools District Supervisor
14. SUSAN S. OLANA, PhD	Secondary School Principal IV
15. EVERNOLD BERAL	Principal I
16. NOVEM A. SESCON	Division Planning Officer III
17. EDWIN CARIAGA	OIC, SEPS- HRD
18. EDELINA M. EBORA	OIC, SEPS- M & E
19. MAITELLE B. ISRAEL	OIC, EPS II- M & E
20. IRMA LEE D. VELEZ	School ICT Coordinator
21. DINDO M/ GABALES	Teacher I
22. LOREGEN MONTEFALCON	School ICT Coordinator
23. NORMA MANUBAG	DALSC
24. NANCY LYNN TAGAILO	ALS Mobile Teacher
25. EDNA MAE ENCABO	Teacher I

4. Facilitators are advised to bring laptop, USB, and extension cord.
5. Travel and other incidental expenses shall be charged against local funds subject to usual accounting and auditing rules and regulations.
6. Immediate dissemination of this memorandum is desired.

Encl.

As stated

Copy furnished:

Records Section

SGOD- M& E

TO BE POSTED IN THE WEBSITE