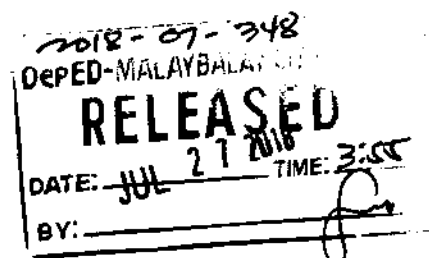




DEPARTMENT OF EDUCATION
Region X- Northern Mindanao
DIVISION OF MALAYBALAY CITY
P-6, Casisang, Malaybalay City

Telefax # 088-813-2894 or 221-4597, E-mail add: malaybalay.city@deped.gov.ph
Website: www.depedmalaybalay.net



DIVISION MEMORANDUM

No. 348, s. 2018

TO : Assistant Schools Division Superintendent
Chief Education Supervisors, CID and SGOD
Public and Private Senior High School Heads
Division SHS Coordinator, Assistant Coordinator and OIC
Social Mobilization
All other concerned
This Division

FROM :  **REBONFAMIL R. BAGUIO**
Schools Division Superintendent

DATE : July 26, 2018

SUBJECT : **SPECIAL MEETING FOR SENIOR HIGH SCHOOL HEADS**

1. To improve the Implementation of the Senior High, this Office will conduct a special meeting for School Heads and/or SHS Coordinators both public and private schools on July 30, 2018, 8:00-12:00 in the morning at Division Office Multipurpose Hall.
2. The Agenda to be discuss are as follows:
 - a. Senior High School Action Plan
 - b. Immersion/Partnership/MOA
 - c. LIS
 - d. Classroom Schedules
 - e. Other Matters
3. Participants are expected to bring their Senior High School Plan, MOA and List of Partners for Immersion.
4. Travelling expenses of the participants shall be charge to local funds subject to the usual accounting and auditing rules and regulations.
5. Should there be queries, contact **BONIFACIO M. PALO JR.** (09178891397), the Senior High School Coordinator.

Encl: As stated

MATRIX

<u>DATE/TIME</u>	<u>ACTIVITIES</u>	<u>IN CHARGE</u>
JULY 30, 2018		
7:30 – 8:00	ARRIVAL/REGISTRATION	
8:00 – 8:30	OPENING REMARKS	LUCILYN M. CAHUCOM
8:30 – 9:30	LIS	NOVEM SESCON (Division Planning Officer)
9:30 – 10:30	CL SCHEDULES	PASTOR ABEJUELA (Secondary School Principal)
10:30 – 11:30	PARTNERSHIPS/IMMERSION	MARSFIFTH M. MAMAWAG (Division SOCMOB)
11:30 – 11:45	MOA	ANALY L. DCIER (SHS Asst. Coordinator)
11:45 – 12:00	OTHER MATTERS	BONIFACIO M. PALO JR. (SHS Coordinator)