



**DEPARTMENT OF EDUCATION
Region X-Northern Mindanao
DIVISION OF MALAYBALAY CITY**

Sayre Highway, Purok 6, Brgy. Casisang, City of Malaybalay



February 15, 2016

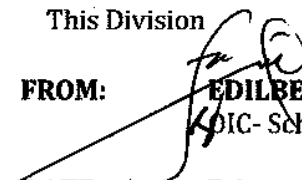
DIVISION MEMORANDUM

No. 064 s. 2016

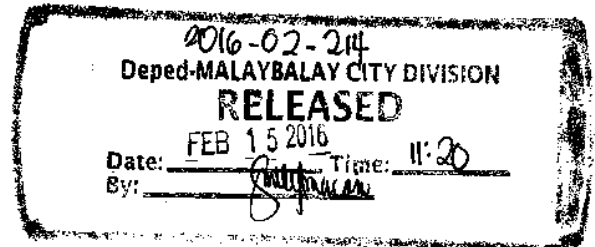
TO:

Jonathan T. Dagaang, HT-I- Imbayao/Sta. Ana ES
Cosjulita K. Olarte, SP-I- Barangay 9 ES
Mylene Joy L. Molina, HT-I -Simaya ES
Arimateo B. Halina, HT-I- Maligaya /Lunocan ES
Demie J. Pabillaran, SP-I -Kibalabag ES
Paul Patrick Padua, HT-I-Baganao ES
Paulina M. Minao, HT-I- Kilap-agan/Taguilanao ES
Berna Bateriza, SP-I -Manalog/Kibalabag ES
Noralyn P. Ronolo, HT-I- Lalawan ES
Rulyn Crucio, Teacher III- Malaybalay City CS
Raquel Ombayan, HT I – Tuburan ES
Rogelio Miñoza, HT I – Silae NHS
 Concerned Resource Speakers (SGOD, CID, OSDS)
 This Division

Maitele B. Israel, TIII/TIC-Kalasungay NHS
Wilfredo Balmocena, PhD, HTIII/TIC Malaybalay City
 Science NHS
Florina V. Tenorio, MT II/TIC -Casisang NHS
John P. Rarogal, Principal I-San Martin Agro-
 Industrial NHS
Gemma A. Maramba, TIII/TIC-MNHS- Annex Lalawan
Marites Melendez, TIII/TIC -MNHS-Annex Miglamin
Elson Dahilog, HTI/TIC- Malaybalay City NHS
Rosabella B. Onipa, T1/OIC- Apo Macote NHS
Arlene Gantalao, TIII -Bukidnon NHS

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

DATE: February 15, 2016



SUBJECT: ADDENDUM TO DIVISION MEMORANDUM NO. 056 S. 2016
Re: CAPABILITY-BUILDING ON OFFICE OPERATIONS AND SERVICES, SCHOOL GOVERNANCE AND OPERATION, AND CURRICULUM IMPLEMENTATION OF THE NEWLY PROMOTED SCHOOL HEADS

1. For information and guidance of all concerned the venue for the Capability-Building on Office Operations and Services, School Governance and Operation, and Curriculum Implementation of the Newly Promoted School Heads which is scheduled on the dates below will be conducted at **Roberto's Place, Casisang, Malaybalay City.**

Modules	Schedules	Persons Involved
Module 1- Office Operations and Services	February 16-19, 2016 8:00 am-5:00pm	Participants and concerned resource speakers of OSDS
Module 2- Schools Governance and Operations Division	February 23-24, 26, 2016 8:00 am-5:00pm	Participants and concerned resource speakers of SGOD
Module 3- Curriculum Implementation Division	March 2-4, 2016 8:00 am-5:00pm	Participants and concerned resource speakers of CID

2. All participants and concerned resource speakers are expected to be at the venue at exactly 7:30 in the morning and must bring the following; laptop/netbook, extension wire, flash disk or external drive, data on school profile and performance indicators.

3. For widest dissemination.

Copy furnished:
 Records Unit

To be posted in the website.