



Republic of the Philippines
Department of Education
DIVISION OF MALAYBALAY CITY

DM-2019-05-144
DEPED MALAYBALAY CITY DIVISION
RELEASED
DATE: MAY 08 2019
TIME: 1:55
BY: [Signature]

DIVISION MEMORANDUM

No. 144, s. 2019

To: Assistant Schools Division Superintendent
Chief Education Supervisors, CID and SGOD
Public Elementary and Secondary School Heads
All Others Concerned
This Division

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

Date: May 7, 2019

Subject: **THIRD SCHOOL HEADS MEETING**

1. In line with the Third School Heads Meeting, Assistant Schools Division Superintendent, Chief Education Supervisors, Administrative Officer V, Senior Education Program Specialist, Education Program Specialist and School Heads are hereby directed to attend on May 15, 2019 (Wednesday), 8:00 am to 5:00 pm at Airport Village Elementary School.

2. The following ad hoc committees in the previous meeting shall remain.

Secretariat: Woodrow Wilson B. Merida
Marsfifth M. Mamawag
Ria K. Alcuizar

Kit: Manuel D. Dinlayan
Paterno T. Padua, Jr.
Lucilyn M. Cahucom

3. Meals of the participants shall be charged to Division Office MOOE while transportation and other incidental expenses shall be charged against school funds subject to usual accounting and auditing rules.

4. Issues and concerns from the school heads (elementary and secondary) shall be submitted not later than May 10, 2019 using this template:

Issue/ Concern	Recommendations	Division Office Action

5. Should there be queries contact **Woodrow Wilson B. Merida**, Senior Education Program Specialist, Human Resource Development at 09178122754.

Copy furnished:
Records Unit
HRD

To be posted in the website



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THIRD SCHOOL HEADS MEETING MATRIX

Time	Activity	Point Person
7:00-8:00	Registration	Secretariat
8:00-8:30	Opening Program 1. National Anthem 2. Prayer 3. Roll Call by District	WOODROW WILSON B. MERIDA SEPS-II,HRD JUTCHEL L. NAYRA,DPA Administrative Officer V
8:30-9:00	Reading and approval of the minutes of the previous meeting.	MARSFIFTH MAMAWAG SEPS,Social Mobilization & Networking
9:00-9:30	Business arising from the minutes of the previous meeting.	JUTCHEL L. NAYRA,DPA Administrative Officer V
9:30-12:00	Presentation of Issues and Concerns.	DR. SUSAN S. OLANA DAPSSHI President NARITA T. PADUA PESPA President
12:00-1:00	LUNCH BREAK	
1:00-4:45	Business Proper <ul style="list-style-type: none"> • OSDS • SGOD • CID 	REBONFAMIL R. BAGUIO Schools Division Superintendent LORENZO O. CAPACIO,Ed.D SGOD, Chief RALPH T. QUIROG CID, Chief
4:45-5:00	Adjournment/Prayer	REBONFAMIL R. BAGUIO Schools Division Superintendent

Presiding Officer:

SUNNY RAY F. AMIT
Assistant Schools Division Superintendent