




Republic of the Philippines
Department of Education
REGION X- NORTHERN MINDANAO
DIVISION OF MALAYBALAY CITY

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DEPED MALAYBALAY CITY DIVISION
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JLAW

DIVISION MEMORANDUM

No. 052, s. 2021

To: **Assistant Schools Division Superintendent**
Education Supervisor Chiefs, CID and SGOD
Luis A. Alajar, EPS President
Romil T. Jabonero, PSDS President
Rosalio T. Arangco, SGOD - EPS
Susan S. Olana, DAPPSHI President
Marylan G. Tandog, DAPPSHI Secretary
Benjamin M. Buhawe, PESPA President
Josette S. Ygonia, PESPA Secretary
Division SBM Coordinator
Division Planning Officer
SMME EPS II

From:  **VICTORIA V. GAZO, PhD, CESO V**
Schools Division Superintendent

Date: **February 4, 2021**

Subject: **CONDUCT OF SCHOOL-BASED MANAGEMENT COORDINATION MEETING**

1. This Office, through the School Management, Monitoring and Evaluation Section (SMME), will conduct a coordination meeting re School-Based Management on February 8, 2021, 2:00 – 5:00 in the afternoon at the Division Office GAD Center, Casisang, Malaybalay City.
2. This activity aims to: a. discuss the conduct of School-Based Management in schools; b. identify the indicators by principle to be included in the validation of documents; c. finalize the schedule of assessment and validation d. other matters.
3. Expenses incurred during this activity are chargeable against local funds, subject to the usual accounting and auditing policies, rules and regulations.
4. Should there be queries, contact **Edelina M. Eborra, Division SBM Coordinator at 09368467029** or **Mary Gladys J. Dublas, SMME - EPS II at 09308266107**.

SMME/Lynne

