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Republic of the Philippines  
Department of Education  
REGION XI  
SCHOOLS DIVISION OF DAVAO DEL NORTE

Office of the Schools Division Superintendent

**DIVISION MEMORANDUM**

CID-2026-0044

To: Janette G. Veloso, EdD, CESO VI-Assistant Schools Division Superintendent  
Eduard C. Amoguis, EdD, Chief- Curriculum Implementation Division  
Marlon G. Ebrado, Chief Education Supervisor, SGOD  
Ernie M. Aguan, EdD, District Matrix EPS  
Ronnie A. Publico, Public Schools District Supervisor  
All School Heads of New Corella District  
All Others Concerned

Subject: **CONDUCT OF INSTALLATION AND TURNOVER CEREMONY OF NEWLY-ASSIGNED SECONDARY SCHOOL HEADS OF NEW CORELLA DISTRICT**

Date: January 9, 2026

1. Relative to the reassignment of School Heads in New Corella District, this Office hereby informs the field of the schedule of the Installation and Turn-over ceremony, to wit:

Name of School Heads	Position	New School Assignment	Date/Time
1. Capadngan, Tomoteo T.	Principal I	Sta. Fe NHS	January 15, 2026 8:00 am
2. Ramos, Ronyr B.	Principal I	Limbaan NHS	January 15, 2026 10:00 am
3. Sapon, Mayvelle	Principal I	Mesaoy NHS	January 15, 2026 3:00 pm

2. The said activity shall be attended by the Barangay Officials, Parents Teachers Association Officers, Teachers, School Heads, Public Schools District Supervisor, and District Matrix Supervisor.
3. Travel and other expenses required for the conduct of the activity shall be charged against school MOOE or other local funds, subject to the existing accounting and auditing rules and regulations.
4. Everyone is encouraged to continually support and recognize the value of equality and diversity of all personnel while complying with the directives set forth by this office.
5. Immediate dissemination of this Memorandum is desired.

**REYNALDO B. MELLORIDA, CESO V**  
Schools Division Superintendent

For the Schools Division Superintendent

**EDUARD C. AMOGUIS, EdD**  
Chief - CID

CID/rap  
Fn: Installation & Turn-over Ceremony of New Corella District

