



FWD  
23-15751

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

Office of the Schools Division Superintendent

**DIVISION MEMORANDUM**

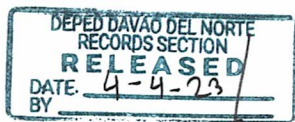
CID – 2023 - 0256

To : Rebecca C. Sagot, CESO VI, ASDS  
Eduard C. Amoguis, EdD, Chief EPS-CID  
Ana N. Redaniel – PSDS  
Kapalong East District School Heads

Subject : **REGULAR SCHOOL HEADS' MEETING AND MONITORING OF SCHOOLS IN KAPALONG EAST DISTRICT**

Date : April 3, 2022

1. Relative to full implementation of basic education services, monitoring of schools and giving of technical assistance, this office informs the conduct of a **Regular School Heads' Meeting every Tuesday of the week, 8:30 in the morning** as well as **Monitoring of Schools** is set **every Tuesday to Friday** both elementary and secondary level of Kapalong East District.
2. Attendance is a must, however, in case of division, region and national activities scheduled in conflict with the set meeting and monitoring, it is advised then that these activities be given priority over the regular meeting and monitoring of schools.
3. It is always reiterated and emphasized that all personnel involved in the activity must observe health standards and proper safety protocols and continually support and recognize the value of equality and diversity as stipulated in Division Memo. No. 818 s. 2021.
4. Travelling and other incidental expenses of the participants relative to the participation of this activity shall be charged to School's MOOE and or any local funds subject to the existing accounting and auditing rules and regulations.
5. Wide dissemination of this memorandum to all concerned is desired.



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

CID/anr

