



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

Office of the Schools Division Superintendent

**DIVISION MEMORANDUM**  
**CID-2023-0283**

To: Rebecca C. Sagot, CESO VI, ASDS  
 Eduard C. Amoguis, EdD, Chief Education Supervisor -CID  
 Divina P. Dela Cueva - Public Schools District Supervisor  
 Kapalong West District Public Elementary and Secondary School  
 Heads  
 All Concerned Administrative Officers and Administrative Assistants

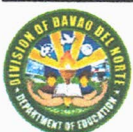
Subject: **REGULAR SCHOOL HEADS' MEETING AND MONITORING OF  
 SCHOOLS IN KAPALONG WEST DISTRICT**

Date: April 13, 2023

1. Anchored on the thrust of the Division of Davao del Norte to guarantee the quality of delivery of service and its efficient operations under the MATATAG Agenda, a series of regular meeting will be conducted by Kapalong West District with the scheme below, to wit;

No.	Date	Venue
1	2 <sup>nd</sup> week of May 2023	Luna NHS
2	4 <sup>th</sup> week of May 2023	Sagana ES
3	2 <sup>nd</sup> week of June 2023	Bunawan ES
4	4 <sup>th</sup> week of June 2023	Sampao IS
5	2 <sup>nd</sup> week of July 2023	Tiburcia ES
6	4 <sup>th</sup> week of July 2023	Semong NHS
7	2 <sup>nd</sup> week of August 2023	Doña Carmen Soriano NHS
8	4 <sup>th</sup> week of August 2023	Pag-asa ES
9	2 <sup>nd</sup> week of September 2023	Doña Carmen Soriano ES
10	4 <sup>th</sup> week of September 2023	Semong ES
11	2 <sup>nd</sup> week of October 2023	Pedro G. Colita Sr. ES
12	4 <sup>th</sup> week of October 2023	Mangulibas ES
13	2 <sup>nd</sup> week of November 2023	Luna ES
14	4 <sup>th</sup> week of November 2023	Gabuyan CES

2. Anent hereto, all school heads are tasked to prepare their respective accomplishment report, best practices and other school updates.





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

3. Everyone is advised to strictly follow the standard health protocols as prescribed by the Inter-Agency Task Force (IATF). Further, all participants are encouraged to continually support and recognize the value of equality and diversity of all personnel while complying with the directives set forth by the office.
4. Travel, food and other incidental expenses shall be charged against school MOOE subject to the usual accounting and auditing rules and regulations.
5. Immediate dissemination of this Memorandum is highly desired.



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

CID/dpd

