



Republic of the Philippines
Department of Education
REGION XI

SCHOOLS DIVISION OF DAVAO DEL NORTE

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

CID-2023-0375

To: Public Schools District Supervisor- Sto. Tomas West
All School Heads - Sto. Tomas West
All Other Concerned

Subject: **District Coordination Meeting of School Learning Area Coordinators of Sto. Tomas West**

Date: May 11, 2023

1. Please be informed of the conduct of **District Coordination Meeting of School Learning Area Coordinators** of both Elementary and Secondary schools in preparation for the incoming Division Festival of Talents on June 1-2, 2023. Listed below is the schedule of coordination meeting:

Date	Learning Areas	Venue/Time
May 12, 2023	English, Math and Filipino	Sto. Tomas Central ES Sped Center 1:00 – 4:00 pm (Elementary)
May 16, 2023	Kinder, EsP, AP and MAPEH	Sto. Tomas National High School 1:00 – 4:00) (Secondary)
May 17, 2023	Science, LR, EPP/TLE	

2. The activity aims to discuss the mechanics and guidelines of the different competitions and to develop matrix of activity during the conduct of the district level.
3. Furthermore, NO DISRUPTION of classes shall be imposed in the conduct of the activity based from DepEd Order No. 9 series of 2005, (Instituting Measures to Increase Engaged Time-on Task and Ensuring Compliance Therewith). Consequently, teachers who will attend the meeting shall prepare substitution slip duly signed by the School Principal.
4. Transportation and other expenses to be incurred during the conduct of the activity shall be chargeable against school/local funds subject to the usual accounting and auditing rules and regulations.





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5. Everyone is highly 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.
6. Immediate dissemination of this memorandum to all concerned is desired.

REYNALDO B. MELLORIDA, CESO V
Schools Division Superintendent

For the Schools Division Superintendent:

REBECCA C. SAGOT, CESO VI
Schools Division Superintendent



cid/epi

