



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

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

CID-2023-0669

To: Rebecca C. Sagot CESO VI - ASDS
Eduard C. Amoguis, EdD – CID Chief
Exelsis Deo A. Deloy, PhD – EPS, Matrix Supervisor
Divina P. dela Cueva, PSDS – Kapalong West District
Kapalong West District School Heads Elementary and Secondary
Kapalong West District Teachers

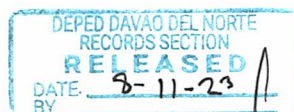
Subject: **KAPALONG WEST DISTRICT CONFERENCE OF TEACHING AND NON-TEACHING PERSONNEL FOR S.Y. 2023-2024**

Date: August 11, 2023

1. In relation to the issuance of DepEd Order 022, s. 2023, "Implementing Guidelines on the School Calendar and Activities for the SY 2023-2024", Kapalong West District will conduct a District Conference that shall also serve as a refresher course for all the mandates, orders, and guidelines as a Government Employee to **all Kapalong West District teaching and non-teaching personnel on August 25, 2023 (Friday), 8 o'clock in the morning at Gabuyan Evacuation Center / Multi-Purpose Gym.**
2. Enclosed herewith is the Program Flow for the district conference.
3. Attendance is a must, however, in case of division, regional, and national activities scheduled in conflict with the set conference, it is advised then that this conference be given priority over other tasks and other activities.
4. It is always reiterated and emphasized that all personnel involved in the activity must have proper standards and proper safety protocols and continually support and recognize the value of equality and diversity as stipulated in Division Memorandum No. 818, s. 2021.
5. Travel, food and other incidental expenses of the participants relative to the participation of this activity shall be charged against school MOOE and/or any local funds subject to the usual accounting and auditing rules and regulations.
6. Wide and immediate dissemination of this memorandum to all concerned is desired.

REYNALDO B. MELLORIDA CESO V
Schools Division Superintendent

By the Authority of the Schools Division Superintendent



RAMEL M. PILO
SGOD CHIEF

CID/dpdc

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**District Conference S.Y. 2023-2024
Program**

- | | |
|--|---|
| I. Prayer | AVP |
| II. National Anthem | AVP |
| III. Opening Message | Alan, Jr. J. Paglinawan
P I – Doña Carmen Soriano NHS |
| IV. Inspirational Message | Hon. Ma. Theresa R. Timbol
Municipal Mayor - Kapitalong |
| V. Declaration of Quorum | Divina P. Dela Cueva, EdD
Public Schools District Supervisor |
| VI. Official Business | |
| a. Implementing Guidelines on the School Calendar and Activities for SY 2023-2024 (DO 22, s. 2023) | Joe Art R. Cervera
Head Teacher I |
| b. Code of Ethics for Professional Teachers (RA No 7836) | Alan, Jr. J. Paglinawan
P I – Doña Carmen Soriano NHS |
| c. Benefits of Teacher, Kinds of Leave | Helen Ang / Marife Ilagan /
Jenny Arrosas /
Admin. Officer II |
| d. DTR Concerns | Nathaniel, Jr. B. Inutan
Admin. Asst. I |
| e. MOOE Updates and Concerns | Marlyn T. Quilla
Admin. Asst. II |
| f. Monitoring of 2023 Oplan Brigada Eskwela | Justo A. Villaver
P III – Luna ES |
| g. Social Media Etiquette | Alma A. Consencino
P III – Sampao IS |
| h. Other Matters | |
| VII. Closing Prayer | Dante S. Tud
P I – Mangulibas ES |

Jonalyn A. Limos
Master of Ceremony

