



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 – 0676

To: Rebecca C. Sagot, Assistant Schools Division Superintendent
Eduard C. Amoguis, EdD, Chief- Curriculum Implementation Division
Dominic M. Dizon, Public Schools District Supervisor- Langilan District
All School Heads and Teachers-Langilan District

Subject: **LANGILAN DISTRICT GENERAL ASSEMBLY FOR TEACHERS AND SCHOOL HEADS**

Date: August 14, 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*", Langilan District will conduct a District General Assembly that shall also serve as a refresher course for all the mandates, orders, and guidelines as Government Employees to **all Langilan District School Heads and Teachers on August 28, 2023 (Monday), 8 o'clock in the morning at Gupitan Integrated School, Gupitan, Kapalong, Davao del Norte.**
 2. Enclosed herewith is the Program Flow for the District Meeting.
 3. All teachers and school heads are required to attend the meeting.
 4. Service rendered during the meeting shall be subject to the grant of service credits and/or Compensatory Overtime Credit (COC), as the case may be, per DO No. 53, s 2003 and CSC & DBM Joint Circular No. 2, s. 2004 respectively.
 5. Travel and other incidental expenses of the onsite participants shall be charged against local funds, all subject to the usual accounting and auditing rules and regulations.
 6. Furthermore, participants are required to strictly adhere to the health and safety protocols as prescribed by the Inter Agency Task Force (IATF).
 7. 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.
 8. Immediate dissemination of this memorandum is desired.





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


REYNALDO B. MELLORIDA, CESO V
Schools Division Superintendent



CID-dmd





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

District Meeting S.Y. 2023-2024
Program Flow

- | | | |
|--|---|---|
| I. Prayer | AVP | |
| II. National Anthem | AVP | |
| III. Opening Message | Dominic M. Dizon, EdD
Public Schools District Supervisor | |
| IV. Official Business | | |
| a. Opening of S.Y. 2023-2024 (BOSY) | | Jomar Madrigal
School Head |
| b. MATATAG Agenda | | Joy Mamado
School Head |
| c. DepEd Updates/Mandates | | Greg Serafica
School Head |
| d. R.A. 7836 Code of Ethics for Professional Teachers | | Jeffrey Nimes
School Head |
| e. DepEd Dress Code | | Kinnee Jay Calumba
School Head |
| f. Social Media Management | | Junnel Masaloon
School Head |
| g. DepEd Policies on Application for Leave | | Junrey Rapul
School Head |
| h. Daily Time Record Submission | | Leopoldo Robles
School Head |
| i. Submission of Reports | | Rhaciel Pablo
School Head |
| j. Conduct of Classroom Observation | | Angelo Gabriel Dadula
School Head |
| k. Guidelines in Classroom Structuring | | Carolyn Collado
School Head |
| V. Closing Remarks | | Marlon Arroccena
School Head |

Jimroy Cubar
Master of Ceremony

