



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

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

OSDS-2023-0029

To: **Rebecca C. Sagot, CESO VI, ASDS**
All PSDS
All Elementary School Heads

Subject: **Philippine Elementary School Principals Association (PESPA) ASSEMBLY**

Date: April 12, 2023

1. The Philippine Elementary School Principals Association (PESPA) Davao del Norte Chapter will be having its **PESPA ASSEMBLY MEETING** on **April 14, 2023** (Friday) 12:30AM to 4:30PM @ Kapalong Town Square, Maniki Kapalong Davao del Norte.

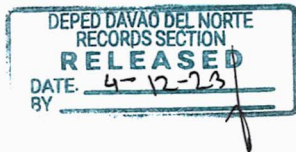
Included in the Agenda are the following.

- a. Presentation of the Constitution By Laws
 - b. Election of the PESPA Division Chapter Officers for 2023-2025
 - c. Others:
2. The participants to this activity are PESPA Officers & Members and likewise travel of the participant is in OFFICIAL BUSINESS.
 3. Likewise, all Division PESPA Officers, Board of Directors and the following school heads are requested to be at the venue at exactly 8:00AM for final set up of the venue.

Committee Assigned	Name of School Head
Program and Invitation	Ener M. Judit
	Fe Torrefranca
	Maritess Butalid
Hall Preparation	Team Leader: Justo Villaver Members: Kapalong West School Heads
Sound System	Team Leader: Benjelita Batao Member: Guia L. Genovia and company
Certificate of Recognition/Token	Team Leader: Adones Layaguin Members: Carmen School Heads
Attendance/Certificates	Team Leader: Ruth Venus Members: Susan Flores & selected BE Dujali School heads
Foods	Team Leader: Jimmy Esponilla Member: New Corella School Heads
Documentation	Team Leader: Maria Elena Nimes

	Members: Diovenel Polistico Regie Balaba
Host/Program Master	Team Leader: Restituto Jr. Digal Members: Jay Ar Dave Tanguan Sally Tapay
Hall Restoration	Team Leader: Maria Elena Nimes Members: Kapalong East School Heads
Stage Decor	Team Leader: Joselito F. Gudio Members: Jerry Ben Sasam, Albert Eñano & Genda Sibonga
Election Committee	Team Leader: Judith Galano Members: Feliza Playda & Elizabeth Diesca
Opening Salvo	Langilan District
Projector	Grace Desonia & Kapalong East District

4. The Equal Opportunities Principle (EOP) shall be always observed where all individuals are fully recognized regardless of gender, religion, ethnicity, social status, income class, political affiliation or other similar factors/personal circumstances.
5. Wide dissemination of this memorandum to all concerned is desired.




REYNALDO B. MELLORIDA, CESO V
 Schools Division Superintendent