

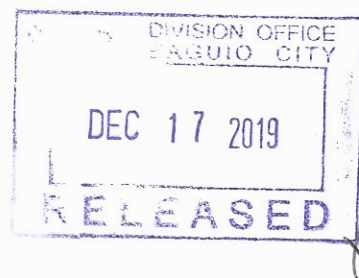


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|  | GENERAL QUALITY FORM |  | Document Code: Revision: 00 Effectivity Date: 08-20-2018 |
| | DIVISION MEMORANDUM | | Name of Office: OSDS-OASDS |

Office of the Superintendent
Division Memorandum Number. 665, s. 2019



DIVISION FIELD STAFF MEETING

TO : ASST. SCHOOLS DIVISION SUPERINTENDENT
CORE MEMBERS
ALL PSDS, EPS & SEPS
ALL PUBLIC SCHOOL HEADS
ALL OTHERS CONCERNED

1. This is to inform the field that there will be a Division Field Staff meeting on December 19, 2019 (Thursday) at the Division Training Hall, 7:30 in the morning.
2. The agenda to be discussed are as follows:
 - a. Office of the Schools Division Superintendent
 1. Direction Setting/SDS Hour
 2. Status of Disbursements CY 2019
 3. Panagbenga 2020
 - b. Curriculum Implementation Division
 1. Schools and Division Banners (Project Dove)
 - c. School Governance and Operations Division
 1. School-Bases Management
 2. CARAA 2020
 3. Mental Health Care/Comprehensive Tobacco Control
 - d. Other significant issues and concerns emanating from the field
3. Participants to the said meeting are:
 - a. SDS & ASDS
 - b. Core Members (Chiefs, Legal Officer, Budget Officer, Accountant, AO V, ITO)
 - c. PSDS (11), EPS (8), SEPS (4), Planning Officer, Medical Officer, Engineer
 - d. School Heads (67)
 - e. ALS Coordinators
4. All school heads are required to attend the said meeting. In case of absence due to valid reason, the concerned school head shall send an authorized representative.
5. For information and strict compliance.


MARIE CAROLYN B. VERANO, CESO VI
 School Division Superintendent