



Republic of the Philippines
Department of Education
 Cordillera Administrative Region
SCHOOLS DIVISION OF BAGUIO CITY



September 4, 2024

DIVISION MEMORANDUM
 No. 491-2024

**ORIENTATION ON LEARNER INFORMATION SYSTEM (LIS)
 BEGINNING OF THE SCHOOL YEAR (BOSY) 2024-2025**

To: Public Elementary and Secondary School Heads
 Private Elementary and Secondary School Heads
 Administrative Officer II
 Project Development Officer
 In-Charge of LIS
 Other Concerned

1. Cognizant with the Department of Education No. 001, s. 2024 titled Implementing Guidelines for the School Calendar and Activities for SY 2024-2025, this office through the School Governance and Operations Division, Planning and Research Section will conducting an Orientation on Learner Information System (LIS) and other updates for Beginning of the School Year 2024 – 2025 on September 9, 2024 via online platform. Link will be sent before the conduct of the said orientation.
2. All newly hired school heads and non-teaching personnel assigned as LIS Coordinators are expected to join the said orientation.
3. The schedule of the said orientation is as follows:

Participants	Time
Private Elementary and Secondary Schools	9:00 AM – 12:00 NN
Public Elementary and Secondary Schools	1:30 PM – 4:30 PM

4. Immediate and wide dissemination of this Memorandum is desired.

SORAYA T. FACULO PhD, CESO VI
 Asst. Schools Division Superintendent
 OIC – Office of the Schools Division Superintendent

For the OIC – Schools Division Superintendent:

NIEVES D. EBANIO
 Administrative Officer

