



Republic of the Philippines
Department of Education
Region X
DIVISION OF EL SALVADOR CITY
Zone 3, Poblacion, El Salvador City



Telefax No: (088) 555-0475 | Email Address: elsalvador.city@deped.gov.ph | Website: depedelsalvadorcity.net

DIVISION MEMORANDUM

No. 055, s. 2019

TO: Assistant Schools Division Superintendent
Division Chiefs
School Governance and Operations Division
Curriculum and Implementation Division
Public Elementary and Secondary Schools
This Division

FROM: **JESNAR DEMS S. TORRES, Ph.D., CESE**
OIC-Schools Division Superintendent 

SUBJECT: Year-End Staff Meeting for SY 2018-2019

DATE: February 27, 2019

1. To ensure alignment, consistency and attainment of the Department's thrust, this Office will hold its *Year-end Staff Meeting for SY 2018-2019* on March 26-28, 2019 at Cogon National High School, Cogon El Salvador City, Misamis Oriental.
2. Participants of this meeting are the Executive Committee Members, Education Program Supervisors, School Heads and Teachers. (Please see enclosed Cluster of participants together with their respective schedule).
3. Travelling expenses relative to the conduct of the said meeting shall be charged against local funds subject to the usual accounting and auditing rules and regulations.
4. For strict compliance.



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Breakdown of Participants for SY 2018-2019 Year-End Staff Meeting

SCHOOL	TEACHERS	School Head	ASSIGNED SCHEDULE
DAY 1			
AMOROS ES	21	1	March 26, 2019
BOLISONG ES	8	1	March 26, 2019
COGON ES	15	1	March 26, 2019
EL SALVADOR CITY CS	46	1	March 26, 2019
HIMAYA ES	9	1	March 26, 2019
HINIGDAAN ES	10	1	March 26, 2019
KALABAYLABAY ES	10	1	March 26, 2019
EL SALVADOR CITY NHS	10	1	March 26, 2019
SINALOC NHS	3	1	March 26, 2019
	132	9	
DAY 2			
KIBONBON ES	8	1	March 27, 2019
MOLUGAN ES	36	1	March 27, 2019
SAMBULAWAN ES	10	1	March 27, 2019
HIMAYA NHS	5	1	March 27, 2019
MOLUGAN NHS	66	1	March 27, 2019
SAN FRANCISCO DE ASIS NHS	7	1	March 27, 2019
	132	6	
DAY 3			
PEDRO SA BACULIO ES	17	1	March 28, 2019
SAN FRANCISCO DE ASIS ES	10	0	March 28, 2019
SINALOC ES	14	1	March 28, 2019
TAYTAY ES	18	1	March 28, 2019
ULALIMAN ES	9	1	March 28, 2019
COGON NHS	43	1	March 28, 2019
HINIGDAAN NHS	21	1	March 28, 2019
	132	6	