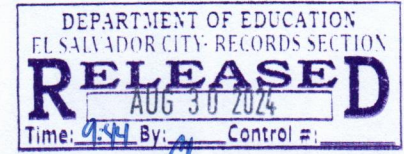




Republic of the Philippines  
**Department of Education**  
REGION X – NORTHERN MINDANAO  
SCHOOLS DIVISION OF EL SALVADOR CITY



**Office of the Schools Division Superintendent**

29 August 2024

DIVISION MEMORANDUM  
NO. 332, s. 2024

**GIRL SCOUT OF THE PHILIPPINES (GSP) MISAMIS ORIENTAL COUNCIL  
ROUND TABLE MEETING**

To: **Assistant Schools Division Superintendent  
Chief Education Supervisor, SGOD & CID  
Project Development Officer II  
All Public Secondary School Heads  
All Secondary GSP Coordinators  
All Others Concerned  
This Division**

1. Relative to the scheduled Council Round Table Meeting, this Office hereby informs all Secondary GSP Coordinators to join on the said event on August 31, 2024, Saturday, 9:00 A.M. at City Central School, Velez St. Cagayan de Oro City.
2. Agenda of this activity as follow:
  - Girl Scout Week Celebration 2024
  - Council Trainings
  - 75<sup>th</sup> Council Jubilee Camp
  - 75<sup>th</sup> Council Anniversary
  - 4<sup>th</sup> Council Gathering of Girl Leaders
  - DFA/SSC Team Building
  - Other Matters
3. Further, expected participants are all Secondary GSP Coordinators and Division GSP Coordinator. Please see attached communication letter and list of participants for more details.
4. Moreover, teaching and non-teaching participants involved in the conduct of this activity during the weekend and/or holidays shall be entitled to service credits in accordance with DepEd Order No. 52, s. 2003 entitled Updated Guidelines on Grant of Vacation Service Credits to Teachers. On



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REGION X – NORTHERN MINDANAO  
**SCHOOLS DIVISION OF EL SALVADOR CITY**

the other hand, non-teaching staff shall be provided with Compensatory Time-off (CTO) per Civil Service Commission and Department of Budget and Management Joint Circular No. 2, s. 2004 on Non-Monetary Remuneration for Overtime Service Rendered.

5. This memorandum serves as an **Authority to Travel**.
6. Expenses relative to the activity may be charged to School Board/Local Scout Funds, MOOE subject to the usual accounting and auditing guidelines.
7. This Office adheres to the Equal Opportunity Principle (EOP) in the steps to be undertaken for this purpose. Hence, all decision and actions shall be based solely on guidelines set with no discrimination on the account of age, gender identity, sexual orientation, civil status, disability, religion, ethnicity or political affiliation.
8. Immediate and wide dissemination of this Memorandum is enjoined.

  
**RANDOLPH B. TORTOLA**  
Schools Division Superintendent

To be indicated in the Perpetual Index  
under the following subject:

SGOD/DRRM/jec

GSP ROUND TABLE  
PROGRAMS/ACTIVITIES



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**Annex A**

**LIST OF GSP PARTICIPANTS**

	<b>NAME</b>	<b>POSITION</b>	<b>SCHOOL</b>
1.	TADENA, ANNIELYN G.	TEACHER I	COGON NHS
2.	KINDOM, EVEMIE M.	TEACHER I	EL SALVADOR CITY NHS
3.	BOTER, LYNNEL C.	TEACHER III	HIMAYA NHS
4.	ALINSONORIN, CHERIE-AN G.	TEACHER I	HINIGDAAN NHS
5.	MEJILA, AHMELY Q.	TEACHER I	KALABAYLABAY IS
6.	OBLIGADO, MA. LESLIE U.	TEACHER I	MOLUGAN NHS
7.	ERAN, JOAN F.	TEACHER I	SAMBULAWAN NHS
8.	LABIANO, RACHELLE Q.	TEACHER I	SAN FRANCISCO DE ASIS NHS
9.	SAMSON, KWEENY MARIE S.	TEACHER II	SINALOC NHS
10.	ESTRADA, JURICA ETHEL L.	PDO II	DIVISION OFFICE

SGOD/DRRM/jee



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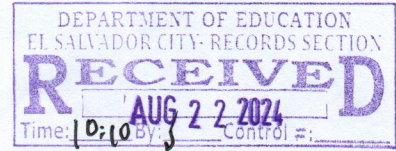




**GIRL SCOUTS OF THE PHILIPPINES**  
**Misamis Oriental Council**

(Misamis Oriental, Cagayan de Oro City, Gingoog City, El Salvador City, Camiguin)

August 22, 2024



**RANDOLPH TORTOLA, Ph.D.**  
Schools Division Superintendent  
Council Board Member  
El Salvador City Division

SIR:

Please be informed that the District Field Advisers/HS Coordinators Meeting/Round Table will be held on August 31, 2024, Saturday, 9:00 A.M. at City Central School, A. Velez St., Cagayan de Oro City.

In connection hereof, may we request the attendance of all Secondary School Coordinators and the GSP Division Coordinator to attend the said roundtable meeting.

AGENDA:

1. Girl Scout Week Celebration 2024
2. Council Trainings
3. 75<sup>th</sup> Council Jubilee Camp
4. 75<sup>th</sup> Council Anniversary,  
Mammoth Rally and Thinking Day Celebration
5. 4<sup>th</sup> Council Gathering of Girl Leaders
6. DFA/SSC Team Building
7. Other Matters

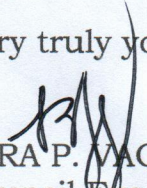
Further, we would like to request for a 1 day service credit for their attendance on this meeting as per DO 53.S. 2023 updated guideines on grant of vacation service credits to teacher.

Anticipating with thanks that once again this request merits your warm favorable support and approval.

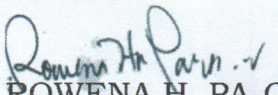
Please confirm your attendance for the preparation of our food and materials @ Cp no. 09975084740/09978592218 or to our group chat.

Thank you.

Very truly yours,

  
LYRA P. MAGUCHAY  
Council Executive

NOTED:

  
ROWENA H. PA-ON  
Council President