



Republic of the Philippines
Department of Education
Region XII
CITY SCHOOLS DIVISION OF TACURONG
City of Tacurong

Tayo
PARA SA
EDUKASYON

DIVISION MEMORANDUM

SGOD No. 01, s. 2020

TO: **Assistant Schools Division Superintendent
Chiefs, Curriculum Implementation and
School Governance and Operations Divisions
Education Program Supervisors
Division Unit Heads
Principals – in – Charge
All Elementary and Secondary School Heads
This Division**

FROM: **MIGUEL P. FILLALAN, JR., CESO VI**
OIC - Schools Division Superintendent

SUBJECT: **1st DIVISION MANAGEMENT COMMITTEE MEETING**

DATE: **January 6, 2020**

1. This is to inform the field of the 1st Division Management Committee Meeting which shall be held on January 10, 2020 at the Division Conference Hall, Alunan Highway, Poblacion, City of Tacurong. The Meeting will start at exactly 8:00 o'clock in the morning.
2. The objectives of the meeting are to ensure management efficiency and effectiveness in the operation of schools and to set the targets and direction for 2020 and onwards. Included in the agenda for discussion are matters/topics to be discussed and disseminated during the Regional Management Committee Meeting on January 9, 2020.
3. In this view, all Program Holders and Division Unit Heads are advised to prepare a 2 – 5 minute presentation of the status of program implementation, such as, reading, instructional supervision, ALS, IPEd, ALIVE, STEP, SBM, SPED, School Health and Nutrition, Education Facilities, Fund utilization and liquidation, etc.
4. Attendees are the Schools Division Superintendent, Assistant Schools Division Superintendent, Chiefs of the two (2) Functional Divisions, all Members of the Curriculum Implementation and Scholl Governance and Operations Divisions, Division Section Heads, Principals – in – Charge and all Elementary and Secondary School Heads including Assisting/Assistant School Heads.
5. Expenses relative to this activity shall be charged against the Division MOOE subject to the usual accounting and auditing rules and regulations.
6. Widest dissemination of this Memorandum is enjoined.