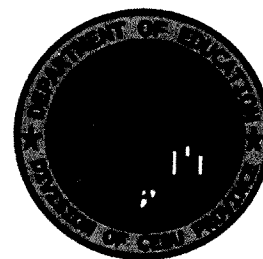




Republic of the Philippines  
Department of Education  
Region VII, Central Visayas  
**DIVISION OF CEBU PROVINCE**  
Sudlon, Lahug, Cebu City



Division Memorandum  
No. 468, s. 2018

July 12, 2018

**3<sup>rd</sup> QUARTERLY MEETING  
DISTRICT ITO AND MUNICIPAL ITO**

To: **Assistant Schools Division Superintendents  
Education Supervisors / Coordinators  
District Supervisors/OIC  
Elementary School Heads  
School, District and Municipal ITO  
All Others Concerned**

1. This office announces the conduct of a **3<sup>rd</sup> QUARTERLY MEETING FOR DISTRICT ITO (ICT COORDINATORS) AND MUNICIPAL ITO (ICT COORDINATORS)** on the dates and venues specified below:

| Batch | Area/District   | Date and Time          | Venue                |
|-------|-----------------|------------------------|----------------------|
| 1     | North Districts | July 16, 2017/ 8am-5pm | DepEd Ecotech Center |
| 2     | South Districts | July 17, 2018/ 8am-5pm | DepEd Ecotech Center |

2. This conference aims to:

- a. Strengthen general usage and conceptualize enrollment data gathering by creating a feedback collection from the Student Information System (SIS) direct from front-line operators.
- b. Promote sharing of ideas concerning the effective implementation of the SIS.
- c. Create an action plan for the upcoming SHS 2<sup>nd</sup> Semester enrollment period.
- d. Prepare each school for the annual Division ICT Summit.

3. Speakers/Facilitators of these conference are identified as follows:

- Emmanuel F. Mendoza - Division Office
- Pablito Catubay - Division Office
- Fritz Mahilum - Balamban Central ES
- Rene Borgonia - Buanoy National High School
- Ariel Andales - Colonia National High School

- Allan Canete
  - Chester S. Rosalejos
  - Marion Lester T. Raboy
  - Ian Thaddeu Dela Cerna
  - Atinedoro Allego
  - Willy Dela Cerna
  - Eda Flor Arrabis
  - Joel Rodriguez
  - George Lumayag
  - Walter Relacion
- San Remigio NHS
  - Daanbantayan NHS
  - Badian NHS
  - Bitoon NVHS
  - Bala NHS
  - Compostela NHS
  - Consolacion NHS
  - Casay NHS
  - Dalaguete NHS
  - Argao NHS

4. Participants of this conference are District ITOs and Municipal ITOs.
5. All participants are required to prepare the following, to wit:
  - a. Feedback on the features, general usage and reports generation of the SIS (printed and signed)
  - b. Submit a short presentation of each school's SIS implementation (ms powerpoint)
  - c. Action plan for the coming SHS 2<sup>nd</sup> Semester enrollment (printed and signed)
  - d. A short presentation on the district's/municipality's ICT innovation (ms powerpoint or video)
6. Meals and snacks, transportation allowance, lodging, per diem and other incidental expenses of the speakers/facilitators shall be chargeable to Division MOOE while the participants travelling expenses and per diem shall be chargeable against the School MOOE / PTA / SEF Funds, subject to the usual auditing and accounting rules and regulations.
7. This Memorandum serves as **Authority to Travel**.
8. Immediate dissemination of this Memorandum is desired.

  
**RHEA MARIA ANGTUD, Ed.D., CESO VI**  
 Schools Division Superintendent