



January 3, 2019

DIVISION MEMORANDUM

No. s. 007 2018

THIRD INTERFACING FOR PRIVATE SCHOOL HEADS

**TO : Assistant Superintendent
Division Supervisors/Coordinators
Senior Education Program Specialists
Education Program Specialists
District Supervisors/OIC's
Private Elementary and Secondary School Heads**

1. This Office announces the conduct of the **THIRD INTERFACING FOR PRIVATE SCHOOL HEADS** on **January 25, 2019** at the Pavilion, Ecotech Center, Lahug Cebu City from 8:00 AM to 5:00 PM.
2. The said EXECON aims to:
 - a. Ensure compliance with DepEd Order No. 25 s. 2018 ;
 - b. Discuss the different forms for the year-end reports;
 - c. Provide copies and discuss relevant DepEd Memoranda;
 - d. Discuss issues and concerns of private schools.
3. Participants of the said activity are the **District Supervisors** and **all Private School Administrators (Pre- Elementary, Junior High School and Senior High School)** in the Division of Cebu Province. Thus, per private school is only allowed a maximum of **TWO SLOTS** during the said conference. Should there be a need to have more than two participants per private school, please inform us ahead to facilitate the booking of food for the participants. Please see attached confirmation slip for your participation. Definitely, attendance is compulsory. For confirmation, please send the confirmation slip to Dr. Cartesa M. Perico at cartesaperico@gmail.com on or before **January 23, 2019**.
4. To ensure 100 % attendance of private school administrators, all District Supervisors are directed to inform all the private schools regarding this activity.
5. A **registration fee of Php 1,000.00** shall be collected from each participant: to defray the expenses for the meals, handouts, and venue rental.
6. Transportation, meals, registration fee and other incidental expenses incurred by the private school participants during the conference shall be charged against **Local / SCHOOL Funds** , while expenses incurred (travel, meals, and registration fee) of the District Supervisors and Division Personnel will be charged against **Division MOOE** subject to the existing auditing rules and regulations.

7. For inquiry or clarification, you may contact **Dr. Cartesa M. Perico, ASDS** in – charge for Private School at cellphone number 09176539098.

8. Immediate dissemination with this Memorandum is directed.


RHEA MAR A. ANGTUD, Ed.D., CESO VI
Schools Division Superintendent  

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Attachment

CONFIRMATION SLIP for the PRIVATE SCHOOL CONFERENCE
(to be submitted on or before January 23,2019)

District : _____ Name of School : _____

NAME OF SCHOOL ADMINSTRATOR	DESIGNATION/POSITION	CONTACT NUMBER	EMAIL ADDRESS

Submitted by:

Signature Over Printed Name of School Administrator