



Republic of the Philippines
Department of Education
Region III
DIVISION OF PAMPANGA
City of San Fernando, Pampanga



ICT


January 5, 2018

Division Memorandum No. 009s. 2018

**To: OIC-Asst. Schools Division Superintendent (Elementary)
Division Chiefs
Public Schools District Supervisors
Elementary School Heads
Teachers-in-charge of Elementary Schools
All Others Concerned**

MANAGEMENT COMMITTEE MEETING

1. The Management Committee Meeting for elementary school heads and public schools district supervisors is scheduled on January 18, 2018 at 7:30 AM to 3:00 PM at Hacienda Gracia, Santa Maria, Lubao, Pampanga.
2. The agenda of the mentioned ManCom are the following:
 - a. discuss new policies of the Civil Service Commission related to personnel matters;
 - b. re-orient participants on the pertinent policies of the Division related to school governance;
 - c. discuss the importance and the processes in the conduct of SMEA;
 - d. present PESPA related matters: and
 - e. discuss other meritorious concerns.
3. A registration fee of ₱800 will be collected from each participant to be charged against local/school canteen funds to defray food expenses.
4. 100% on time attendance is directed. Proxies are not allowed to join the meeting.


LEONARDO D. ZAPANTA, Ed.D., CESO VI
Officer-in-Charge
Office of the Schools Division Superintendent