
	Republic of the Philippines Department of Education Region III – Central Luzon <b>SCHOOLS DIVISION OFFICE OF PAMPANGA</b> High School Blvd., Brgy. Lourdes, City of San Fernando		Document Code: SDO-QF-OSDS-002 Revision: 00 Effectivity date: 05-08-2018
	<b>Division Memorandum No. 289, s. 2018</b>		Name of Office: <b>SGOD - Private Schools</b>

**To :** THE PRIVATE SCHOOL OWNERS  
 PRIVATE SECONDARY SCHOOL PRINCIPALS, ASSISTANT PRINCIPALS,  
 OFFICERS-IN-CHARGE, TESDA AND STAND ALONE.

**From :** OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT

**Subject :** ZONAL MEETING

**Date :** July 09, 2018

1. Please be informed of the **Zonal Meeting** on the following dates and venues:

North Zone	July 11, 2018	8:00am to 12:00pm	Magalang Christian Ecumenical School
South Zone	July 12, 2018	8:00am to 12:00nn	Mother Mary Eugenie Center of Studies, Minalin
East Zone	July 12, 2018	1:00pm to 5:00pm	St. Joseph's Academy, Mexico
Central Zone	July 17, 2018	8:00am to 12:00nn	Don Bosco Academy - Bacolor
West Zone	July 17, 2018	1:00pm to 5:00pm	Sta. Cruz Academy, Lubao

2. It is also further requested that the school shall submit the following documents to *Sir Bryan Taju* **during the meeting**.

- Photocopy of Certificate of Good standing from SEC (20180)
- Photocopy of Government Recognition.
- Photocopy of approval school calendar with calendar of activities SY 2018 – 2019.
- RPU with Enrolment List.
- Photocopy approved/noted tuition/miscellaneous and other schools fees SY 2018 – 2019.

3. The participants for this meeting are the **Principal/Assistant Principal or designates**.

4. A minimal fee shall be collected by the Zonal Managers for the snacks and other incidental expenses.

5. A hundred percent (100%) attendance of the required participants is hereby enjoined.

6. Wide dissemination of this Memorandum to all concerned is earnestly desired.

  
**LEONARDO D. ZAPANTA, Ed. D., CESO VI**  
 Schools Division Superintendent

Enclosed: As Stated.  
SGOD/PS/ett