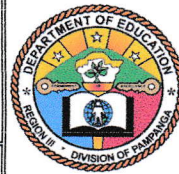




Republic of the Philippines
Department of Education
Region III – Central Luzon
SCHOOLS DIVISION OFFICE OF PAMPANGA
High School Blvd. Brgy. Lourdes, City of San Fernando



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Name of Office:
Office of the Assistant Schools
Division Superintendent - Secondary

DIVISION MEMORANDUM NO. 536, S. 2018

TO : Assistant Schools Division Superintendent – Secondary
Chief Supervisors
Education Program Supervisors
Public Schools District Supervisors
Heads of Units of the SDO
Heads and Assistant Principals of Public Secondary Schools
Officers of Associations of Head Teachers and Master Teachers
All Others Concerned

FROM : Office of the Schools Division Superintendent

SUBJECT : **Management Committee Meeting and Celebration of Goodness for Second Quarter and Induction of New Officers of the Associations of Head Teachers and of Master Teachers**

DATE : November 5, 2018

1. The Division Management Committee (DivManCom) Meeting for Team Secondary of this Schools Division Office will be held on November 13, 2018, at Otel Pampanga, City of San Fernando at 8:00-12:00. Chief Supervisors, Education Program Supervisors, Public Schools District Supervisors and Heads of Units of the SDO are enjoined to attend the meeting of secondary school heads for their announcements of programs, projects, and activities.
2. The Induction of the new set of officers of the Pampanga Association of Secondary School Head Teachers (PASSHT) and Secondary School Master Teachers Association (SSMTA) will likewise be held during the ManCom Meeting.
3. The Division Learning Action Cell session and Celebration of Goodness for the Second Quarter will be conducted in the afternoon at 1:00 – 4:00 p.m.
4. Cluster VII will host the said activities.
5. A registration fee of eight hundred pesos (Php 800.00) will be charged from the participants for expenses such as venue, food, materials for the induction, DivLAC session and celebration of goodness, and other incidental expenses to be charged against school or canteen funds. The APSSHP Treasurer and Auditor are required to prepare the financial report.
6. 100% attendance of all school heads, assistant principals and PASSHT and SSMTA Officers is highly enjoined. No proxies will be allowed. Participants are required to observe punctuality and proper attire. All will wear white smart casual attire as we advocate One DepEd and One Team Secondary.
7. Immediate and widest dissemination of this memorandum is desired.



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