



Republic of the Philippines
Department of Education
 Cordillera Administrative Region
SCHOOLS DIVISION OF TABUK CITY
 City Hall Compound, Dagupan, Tabuk City



DIVISION MEMORANDUM:

No. 190s. 2019

TO: Assistant Schools Division Superintendent,
 Education Program Supervisors,
 Division Section Heads and Staff Concerned
 Public School District Supervisors
 Public Elementary and Secondary School Heads

FROM: IRENE S. ANGWAY
 OIC-Schools Division Superintendent

SUBJECT: Division Management Committee Meeting

DATE: September 20, 2019



1. This is to announce the conduct of Division Management Committee Meeting on September 27, 2019 at 8:00 A.M. with the venue is to be announced later.
2. The agenda will be the following:
 - a. External Stakeholder Concerns with DepED
 - b. Status of Division Funds
 - c. Deped Order 22 s. 2019 (Guidelines on Official Local Travels)
 - d. Concerns on Designation Orders
 - e. Mid-Year Break Activities
 - f. Updates on Sports
 - g. Issues on Non-Readers
 - h. DepEd Order 21 s. 2019
 - i. District Convergence
 - j. Appointment of Substitute Teachers, Newly Hired and Promoted Teachers
 - k. Professional Ethics
 - l. Other issues and concerns

3. Participants to the meeting are the following:

Participants	No. Of Participants
1. OIC-SDS	1
2. OIC-ASDS	1
3. Division Education Supervisors	10
4. PSDS	10
5. Chief Education Supervisors SGOD/CID	2
6. Administrative Section	5
7. Finance Personnel(Budget Officer and Accountant)	2
8. SGOD Personnel	10
9. SDS/ASDS Personnel	2
10. All Public Schools Elementary and Secondary School Heads/ TICs	103
11. Attorney III	1
12. ITO	1

4. Meals and snacks shall be charged against Division Funds subject to the usual accounting and auditing rules and regulations.
5. School Heads who will not be able to attend must submit a written excuse letter detailing