



August 15, 2016

**DIVISION MEMORANDUM**

No. 457, s. 2016

**DIVISION CONFERENCE OF ALL MEMBERS OF THE DIVISION COORDINATION AND MANAGEMENT COMMITTEE (DCMC) FOR PRIVATE SCHOOLS, EDUCATION PROGRAM SUPERVISORS, DISTRICT SUPERVISORS, LEAD SECONDARY PRINCIPALS, AND CEDAPSA BOARD OF DIRECTORS**

**TO :** Assistant Superintendents  
Chief Education Program Supervisors  
Education Program Supervisors/Coordinators  
District Supervisors/OICs/SEPS/EPS II  
Lead Secondary Schools Principals  
CEDAPSA Board of Directors

1. To facilitate the smooth conduct of activities relative to regulation, supervision and provision for technical assistance to private schools in the Division of Cebu, a **DIVISION CONFERENCE OF ALL MEMBERS OF THE DIVISION COORDINATION AND MANAGEMENT COMMITTEE (DCMC) FOR PRIVATE SCHOOLS, EDUCATION PROGRAM SUPERVISORS, DISTRICT SUPERVISORS, LEAD SECONDARY PRINCIPALS, AND CEDAPSA BOARD OF DIRECTORS**, will be conducted on August 22, 2016 from 8:00 o'clock in the morning to 5: 00 o'clock in the afternoon at Hotel Fortuna, Borromeo St., Cebu City.

2. Participants to the Conference are the following, to wit:

<b>Participants</b>	<b>No. of Participants</b>
Division Coordination and Management Committee for Private Schools	6
Education Program Supervisors	10
District Supervisors/OICs	55
Lead Secondary School Principals	44
CEDAPSA Board of Directors	15
Staff	2
Total Participants	132

3. District Supervisors are expected to bring their report on the activities/supervisory visits to private schools in their district or municipality. See attached format.

4. Travelling, cost for the snacks and food of Four Hundred Fifty Pesos (P 450. 00) due to the hotel and other incidental expenses are chargeable against school/division

9

MOOE funds/SEF funds/private school funds, subject to the usual accounting and auditing rules and regulations.

5. This Memorandum serves as **Travel Authority** of the participants. Attendance is highly enjoined.

6. Immediate and wide dissemination of and strict compliance with this Memorandum is directed.

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

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