



Republic of the Philippines
Department of Education
Region XI
SCHOOLS DIVISION OF DIGOS CITY
Digos City



February 20, 2018

DIVISION MEMORANDUM
No. 206, s. 2018

FIRST REGIONAL ASSEMBLY OF EDUCATION LEADERS

TO: BEVERLY S. DAUGDAUG, Ed.D.
Chief- Curriculum Implementation Division

SOLLIE B. OLIVER, LLB, MATE
Chief- SGOD

All Education Program Supervisors in CID and SGOD

All Public Schools District Supervisors

All Elementary and Secondary School Heads

All Other Concerned Personnel

1. The Department of Education, through the Philippine Association of School Superintendents of Region XI (PASS XI), shall convene the **First Regional Assembly of Education Leaders** with the theme *Engaging the Heart of Education Leaders in the ASEAN Community* on May 1-3, 2018 at SMX, Lanang, Davao City.
2. The Assembly aims to provide the education leader-participants with a venue to strengthen their capabilities as public servants.
3. The total number of participants from Digos City Division is 150, complying with the number of slots given by the region per Regional Memorandum No. 031, s. 2018. To determine the number of slots per school, attached is Annex 1 for the distribution of slots. Mrs. Helen A. Casimiro, the PSDS in charge of the private schools, is requested to tap the school administrators of the private schools in order to come up with five (5) personnel who will be in attendance to the assembly.
4. A registration fee of Five Thousand Pesos (P 5,000.00) chargeable against Division MOOE for the Division Personnel, and School MOOE and other local funds for School Personnel shall be collected from the participants to cover for the cost of meals (lunch and snacks), rental of venue, honorarium of resource speakers, reproduction of handouts and materials including kits, and other expenses. Transportation, board and lodging and other incidental expenses are chargeable to local funds, subject to the usual accounting and auditing rules and regulations. Since this is a live-out activity, participants shall make their own arrangements for their board and lodging in the nearby hotel/pension house.

5. Payment of registration fee shall be made through bank deposit only on or before **April 2, 2018** to the name and account below:

Bank Name: BPI- Ateneo Branch
Account Name: Davao Regional Association of Schools Superintendents
Account Number: 2513010306

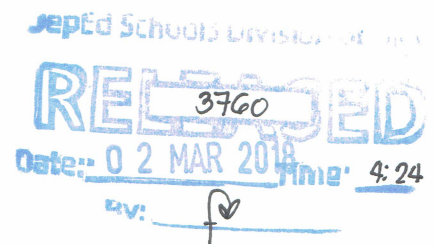
6. The School Heads are requested to:
- submit the official list of participants using the attached template (Annex 2) together with the photocopy and original deposit slips to the Division SGOD Office (c/o Mrs. Sollie B. Oliver and Mrs. Evangeline A. Hernan) on or before **March 8, 2018**.
 - endorse replacements (if any) of official participants signed by the School Heads on or before April 20, 2018.
7. The original deposit slips of the official participants shall be presented by the SDO to the Registration Committee on May 1, 2018 (Day 1) for issuance of official receipts.
8. On-site and walk-in participants shall not be accepted.
9. Attached is a copy of Regional Memorandum Number 031, s. 2018 for details.
10. For information, guidance and compliance.

For and in the absence of:

WINNIE E. BATOON, EdD, CESE
Officer In-Charge
Office of the Schools Division Superintendent


MELANIE P. ESTACIO, PhD
Officer In-Charge
Office of the ASDS

References: Regional Memorandum
EAH: First Regional Assembly of Education Leaders
20 February 2018





Republic of the Philippines
Department of Education
Region XI
SCHOOLS DIVISION OF DIGOS CITY
Digos City



Annex 1

PARTICIPANTS TO THE FIRST REGIONAL ASSEMBLY OF EDUCATION LEADERS

Page 1 of 2

Division Section/ School	Chief	EPS	PSDS	School Head	Department Heads/ Grade Leaders	Guidance Counselors	Master Teachers	Teachers/ Other Personnel
Division Office- CID	1	10	10					
Division Office- SGOD	1	1						
Division Office						1		6
DiCNHS (Main)				1	6	3	6	7
DiCNHS Annexes				3				
DiCNHS Extension				1				
Kapatagan NHS				1	2			1
Ruparan NHS				1	1			1
Matti NHS				1	1			
Dawis NHS				1				
Goma NHS				1				
Senior High School in Digos City				1			2	3
Ramon Magsaysay Central ES				1	5		2	2
Don Mariano Marcos ES				1	3			
Aplaya ES				1	2			
Badiang ES				1				
Bagumbuhay ES				1				
Cogon ES				1				
Dawis ES				1				
Igpit ES				1				
Isaac Abalayan ES				1	1			
Kibanban ES				1				
Pedro Garcia ES				1	1			
San Miguel ES				1	1			
Digos City Central ES				1	4		2	2
Pedro V. Basalan ES				1	1			
Balabag ES				1	1			
Colorado ES				1	1			
Damnas ES				1				
Dulangan ES				1				
Federico Alferez ES				1				
Lungag ES				1				
Mahayahay ES				1				
Remedios N. Saplala ES				1	1			
Ranao ES				1				
Ruparan ES				1				
Casildo B. Nonol ES				1	1			
Domingo Abawag ES				1	1			
Jolencio R. Alberca ES				1				
Arcaflor Maniapao ES				1				
Rizal Central ES				1	2			
G. Reusora Central ES				1				

Division Section/ School	Chief	EPS	PSDS	School Head	Department Heads/ Grade Leaders	Guidance Counselors	Master Teachers	Teachers
Apolandia ES				1				
Binaton ES				1				
Marawer ES				1				
Matti ES				1				
Necensio A. Isidro ES				1				
Soong ES				1				
Private Schools				5				
TOTAL	2	11	10	52	35	4	12	22
GRAND TOTAL	148							

First Regional Assembly of Education Leaders
Theme: *Engaging the Heart of Education Leaders in the ASEAN Community*
May 1-3, 2018
SMX, Lanang, Davao City

OFFICIAL LIST OF PARTICIPANTS

School : _____
District : _____

No.	Complete Name	Position/Designation	Deposit Slip No.

Submitted by:

Signature over Printed Name of School Head



Republic of the Philippines
PHILIPPINE ASSOCIATION OF SCHOOL SUPERINTENDENTS
Region XI
Davao City



February 6, 2018

Regional Memorandum
No. 031, s. 2018

FIRST REGIONAL ASSEMBLY OF EDUCATION LEADERS

TO: Schools Division Superintendents

1. The Department of Education, through the Philippine Association of School Superintendents of Region XI (PASS XI), shall convene the **First Regional Assembly of Education Leaders** with theme *Engaging the heart of Education Leaders in the ASEAN Community* on 01-03 May 2018 at SMX, Lanang, Davao City.
2. The Assembly aims to provide the education leader-participants with a venue to strengthen their capabilities as public servants.
3. The participants in this activity are Division and School Personnel.
4. The number of participants in the said activity is listed below:

Division	Division and School Personnel
Compostela Valley	450
Davao City	450
Davao Occidental	300
Davao del Norte	350
Davao del Sur	300
Mati	250
Davao Oriental	300
Digos City	150
IGACOS	150
Panabo	150
Tagum	150
SDS's & Staff	30
Total	3030

5. All PASS members of Region XI and identified staff are authorized to participate. They shall provide overall direction and management in the conduct of the activity. Attendance shall be on **official business**

6. A registration fee of Five Thousand Pesos (P5,000.00) chargeable to division or school MOOE and other local funds shall be collected from the participants to cover for the cost of meals (lunch and snacks), rental of venue, honorarium of resource speakers, reproduction of handouts and materials including kits, and other expenses.
7. Transportation, board and lodging and other incidental expenses are chargeable to local funds, subject to the usual accounting and auditing rules and regulations.
8. Since this is a live-out activity, participants if needed shall make their own arrangements for their board and lodging in the nearby hotel/pension house.
9. Payment of registration fee shall be made through bank deposit only on or before **02 April 2018**.
Bank Name: BPI- Ateneo Branch
Account Name: Davao Regional Association of Schools Superintendents
Account Number: 2513010306
10. The SDO's are requested to:
 - a. Submit the official list of participants to PASS XI @ deped.gov.ph on or before **04 April 2018** with copies of deposit slips;
 - b. Present to the Registration Committee on **01 May** (Day 1) the original deposit slips of the official participants for issuance of official receipt/s; and
 - c. Endorse replacements (if any) of official participants signed by the Schools Division Superintendents.
11. On-site and walk-in participants shall not be accepted.
12. Enclosed is the Indicative Program Matrix of the activity.
13. For more information, all concerned may contact **Dr. Josephine L. Fadul**, President of PASS XI at telephone No. (084) 216-6497 or through email address at jl_fadul@yahoo.com.
14. Immediate dissemination of this Memorandum is desired.


ATTY. ALBERTO T. ESCOBARTE, CESO III
Regional Director

DEPARTMENT OF EDUCATION ROXI
RECORDS SECTION

RELEASED

By: 9. 218-02-0214

Date: 2/7/18 Time: 11:05 AM