



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



March 9, 2018

DIVISION MEMORANDUM

No. 238, s. 2018

FIRST REGIONAL ASSEMBLY OF EDUCATION LEADERS

FOR : Private School Administrators
This Division

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. Of this number, 5 (five) slots are allotted to Private Schools. This office, therefore, would be very grateful if you can be one of the Digos City delegation.
4. A registration fee of Five Thousand Pesos (Php 5,000.00) 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.
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. Registration will be done on first come first serve basis to meet the target on the number of participants attending the training. The original deposit slip shall be submitted to the Division Office through Mrs. Helen A. Casimiro, Private Schools In-charge, who shall turn over the same to the committee in-charge for it.
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. Your attendance during the assembly will highly be appreciated.

DepEd Schools Division of Digos



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

References: Regional Memorandum

To be indicated in the Perpetual Index under the following program/subject:

Operations Private Schools Training

HAC: First Regional Assembly of Education Leaders

March 09, 2018

18-1919

2/9/1801



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

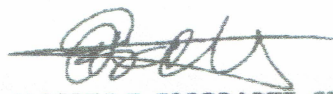
TO: Schools Division Superintendents

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**

5. 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 School 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

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