



Republic of the Philippines  
**Department of Education**  
 REGION III – CENTRAL LUZON  
 SCHOOLS DIVISION OF SCIENCE CITY OF MUÑOZ

14 August 2024

**SCHOOLS DIVISION MEMORANDUM**

No. 274, s. 2024

**SECOND SCHOOLS DIVISION MANAGEMENT COMMITTEE MEETING**

To: Assistant Schools Division Superintendent  
 Chief Education Supervisors  
 Public Elementary and Secondary Schoolheads  
 All Others Concerned

1. This is to announce the conduct of the 2<sup>nd</sup> Schools Division Management Committee Meeting on August 16, 2024, 8:30 a.m. at the MNHS-Main (JHS) Conference Hall.
2. The agenda of the meeting include the following:

<b>Agenda</b>	<b>Functional Division / Responsible Personnel</b>
CID Matters	Curriculum Implementation Division c/o Chief ES Larry B. Espiritu PhD
SGOD Matters	School Governance Operations Division c/o Chief ES Bernardo A. Gargabite EdD
SDO Concerns	AO Fhriessy Cruz S. Bermuda, II
SDS Hour	SDS Johanna N. Gervacio PhD, CESO V
Other matters	

3. Participants to this meeting are the Assistant Schools Division Superintendent, Chief Education Supervisors, Education Program Supervisors, SDO Section/Unit Heads, Public Elementary and Secondary Schoolheads, and the Secretariat.
4. Expenses relative to the conduct of this activity shall be charged against the SDO MOOE subject to usual government accounting and auditing rules and regulations.
5. This Memorandum shall serve as the Travel Authority of all the participants.
6. Immediate and wide dissemination of this Memorandum is earnestly desired.



**JOHANNA N. GERVACIO PhD, CESO V**  
 Schools Division Superintendent

Encl: None  
 Reference: None  
 To be indicated in the Perpetual Index  
 Under the following subjects:

MANAGEMENT COMMITTEE MEETING

OASDS/DDV- 2<sup>nd</sup> schools division management committee meeting  
 002/ August 14, 2024



Address: Brgy. Rizal, Science City of Muñoz, 3119

Telephone No.: (044) 806 -2192; Email Address: [munozscience.city@deped.gov.ph](mailto:munozscience.city@deped.gov.ph)