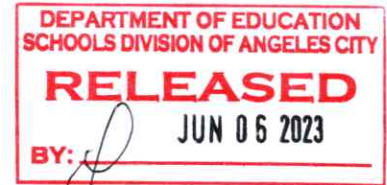




Republic of the Philippines
Department of Education
Region III
Schools Division of Angeles City



06 JUN 2023

DIVISION MEMORANDUM
No. 207 s. 2023

MEETING ON TEACHERS NEEDS AND CLASS PROGRAM PREPARATION

To: Assistant Schools Division Superintendent
Division Unit Heads
Chief, SGOD and OIC Chief, CID
Public Schools District Supervisors
Education Program/Public District Supervisors
All School Heads and Assistant Principals

1. Please be informed of the conduct of meeting with all the school heads at the SDO Learning and Development at the following dates:

School Heads handling Elementary schools - June 7, 2023 at 8:00 A.M.

School Heads handling Junior High Schools - June 8, 2023 at 8:00 A.M.

Assistant Principals - Senior High School - June 14, 2023 at 8:00 A.M.

2. The meeting with the agenda of noting teacher needs and preparation of class program for SY 2023-2024 will be facilitated by the Assistant Schools Division Superintendent, Planning Officer and Personnel Unit also the Administrative Officer V
3. All Public Schools District Supervisors are also required to attend.
4. School Heads are advised to bring the profile of their respective teachers, list of teachers to retire/resign/ go on maternity leave, class program and SF 7 SY 2022-2023.
5. Wide dissemination and compliance to this Memorandum are earnestly desired.

ASDS/JUNE 02, 2023


RONALDO A. POZON PhD, CESO V
Schools Division Superintendent 