



Republic of the Philippines
Department of Education
Cordillera Administrative Region
Schools Division of Tabuk City



Office of the Schools Division Superintendent

Office MEMORANDUM
No. 346 s. 2023

NOTICE OF MEETING

TO : **ALL SCHOOL HEADS
EASTERN TABUK DISTRICT 3**

1. This is to announce the conduct of the District Meeting on September 15, 2023 from 8:00 AM to 5:00 PM at the District Office, Agbannawag Central School. Compound.
2. The agenda of the meeting are the following:
 - A. Review on DepEd 08, s. 2023
 - B. R4eview on the Roles and responsibilities of Master Teachers
 - C. OBE findings /recommendations/ways forward
 - D. Findings on the checking of School forms
 - E. Planning on the conduct of PPAs for September, Program MATATAG and others School Calendar for SY 2023-24 World Teachers Month, District Convergence, etc)
 - F. Other matters-Locator slip, leaves, submission of reports, and Reading status
3. Participants in this meeting are the School Heads of both elementary and Secondary, all Master Teachers, and 1 teacher representative per school (to be identified by school heads). School heads are advised to make necessary arrangements to avoid disruption of classes.
4. Attendance is a must.

BENEDICTA B. GAMATERO PhD, CESO V
Schools Division Superintendent

CID/jmr-9/11/23



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