



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



Office of the Schools Division Superintendent

Office MEMORANDUM

No. 74 s. 2023

December 1, 2023

NOTICE OF MEETING

TO : ALL SCHOOL HEADS OF NORHTERN TABUK DSITRICT 2

1. This is to announce the conduct of NTD 2 District Meeting of School Heads on **December 5, 2023 at 1:00 PM** at Laya Integrated School, Laya East, Tabuk City, Kalinga.
2. The agenda of the meeting are as follows:
 - a. Christmas Activities
 - b. Transfer or Movement of Teachers within or outside the district
 - c. Teaching of the Cordillera March
 - d. Updates discussed during the 4th Regional MANCOM
 - e. No Class Disruption Policy
 - f. Simultaneous Tree Planting Activity
 - g. Sports Activities
 - h. PRAISE
 - i. Search for the Best Performing School in Environmental Management
- j. Instructional Supervision Plan for the 2nd Quarter.
 - k. Other Matters
 - District Christmas Program
3. Participants to this meeting are the School Heads of both Elementary and Secondary.
4. Attendance is a must.

BENEDICTA B. GAMATERO PhD, CESO V
Schools Division Superintendent

**FOR THE AUTHORITY OF THE
SCHOOLS DIVISION SUPERINTENDENT**


JAN NOWEL E. PENA

OIC Asst. Schools Division Superintendent



Address: BCS Compound, Purok 2, Bulanao Norte, Tabuk City, Kalinga

Email: tabuk.city@deped.gov.ph

Website: <https://www.depedtabukcity.com>