



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



Office of the Schools Division Superintendent

Office MEMORANDUM  
No. 75 s. 2023

## NOTICE OF MEETING

TO : **ALL SCHOOL HEADS OF SOUTHERN TABUK DISTRICT 3**

1. This is to announce the conduct of meeting to be held at the District Office, Balawag Central, Balawag, Tabuk City on December 05, 2023.
2. The agenda are the following:
  - A. Transfer or movement of teachers within or outside the district.
  - B. Updates discussed during the 4rth Regional MANCOM
  - C. Praise
  - D. School sports activities.
  - E. No disruption Policy
  - F. Christmas Activities
  - G. Sports Activities
  - H. Report on the proficiency/performance level of learners.
  - I. Reading profile
  - J. Teaching of the Cordillera March
  - K. Other Maters
3. Participants to this meeting are the School Heads, both Elementary and Secondary schools of Southern Tabuk District 3.
4. Attendance is a must.

*For [Signature]*

**BENEDICTA B. GAMATERO PhD, CESO V**  
Schools Division Superintendent



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