



Republic of the Philippines  
**Department of Education**  
Region VI – Western Visayas  
**SCHOOLS DIVISION OF CAPIZ**

March 23, 2023

**DIVISION MEMORANDUM**

No. **142** s. 2023

**SEVENTH, EIGHT AND NINTH DIVISION CONVERGENCE OF EDUCATION LEADERS (DCEL) FOR ELEMENTARY, SECONDARY, AND INTEGRATED SCHOOL HEADS FOR SY 2022-2023**

To: OIC, Office of the Assistant Schools Division Superintendent  
Chief Education Supervisors  
Curriculum Implementation Division  
School Governance and Operations Division  
Education Program Supervisors  
Public Schools District Supervisors/OIC of the Districts  
Heads of Public Elementary, Secondary and  
Integrated Schools

1. This Office will conduct the **Seventh, Eighth and Ninth Division Convergence of Education Leaders for All Public Elementary, Secondary, and Integrated School Heads** on the following schedule:

<b>District/ School Participants</b>	<b>Date &amp; Time</b>	<b>District/School In-Charge of the Preliminary activities and to Record the Minutes of the Meeting</b>
1. All Integrated Schools 2. All Secondary Schools 3. All Elementary Schools in the following districts: ✓ Panay; ✓ Panitan; ✓ Pilar; ✓ Pontevedra; ✓ President Roxas; ✓ Maayon; and ✓ Cuartero	May 18, 2023 (8:00am- 5:00pm)	Cuartero District
All Elementary Schools in the following districts: ✓ Dao; ✓ Dumalag; ✓ Dumarao; ✓ Ivisan; ✓ Jamindan; ✓ Mambusao East; ✓ Mambusao West; ✓ Sapián; ✓ Sigma; ✓ Tapaz East; and ✓ Tapaz West	May 19, 2023 (8:00am- 5:00pm)	Ivisan District





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<b>District/ School Participants</b>	<b>Date &amp; Time</b>	<b>District/School In-Charge of the Preliminary activities and to Record the Minutes of the Meeting</b>
1. All Integrated Schools 2. All Secondary Schools 3. All Elementary Schools in the following districts: ✓ Panay; ✓ Panitan; ✓ Pilar; ✓ Pontevedra; ✓ President Roxas; ✓ Maayon; and ✓ Cuartero	June 8, 2023 (8:00am- 5:00pm)	Panay District
All Elementary Schools in the following districts: ✓ Dao; ✓ Dumalag; ✓ Dumarao; ✓ Ivisan; ✓ Jamindan; ✓ Mambusao East; ✓ Mambusao West; ✓ Sapián; ✓ Sigma; ✓ Tapaz East; and ✓ Tapaz West	June 9, 2023 (8:00am- 5:00pm)	Mambusao East District
1. All Integrated Schools 2. All Secondary Schools 3. All Elementary Schools in the following districts: ✓ Panay; ✓ Panitan; ✓ Pilar; ✓ Pontevedra; ✓ President Roxas; ✓ Maayon; and Cuartero	July 6, 2023 (8:00am- 5:00pm)	Panitan District
All Elementary Schools in the following districts: ✓ Dao; ✓ Dumalag; ✓ Dumarao; ✓ Ivisan; ✓ Jamindan; ✓ Mambusao East; ✓ Mambusao West; ✓ Sapián; ✓ Sigma; ✓ Tapaz East; and Tapaz West	July 7, 2023 (8:00am- 5:00pm)	Tapaz East District





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2. The following are the Division Office personnel who are authorized to attend the meeting:


- 2.1. OIC, Office of the Assistant Schools Division Superintendent
- 2.2. Chief Education Supervisors, CID and SGOD
- 2.3. Education Program Supervisors
- 2.4. Public Schools District Supervisors/OIC of the Districts
- 2.5. Senior Education Program Specialists (Planning & Research, HRD, Soc. Mob. and M & E)
- 2.6. Attorney III (Legal Services)
- 2.7. Administrative Officer V (Budget)
- 2.8. EPS II-ALS/OIC, Office of Administrative Officer V
- 2.9. Administrative Officer IV (Personnel)
- 2.10. Administrative Officer IV (Cash)
- 2.11. Administrative Officer IV (Supply)
- 2.12. Administrative Officer IV (Records)
- 2.13. Accountant III
- 2.14. Information Technology Officer I (ICT Services)
- 2.15. Engineer III (Education Facilities)
- 2.16. Div. Medical Officer III
- 2.17. One (1) Dentist II
- 2.18. One (1) Nurse II
- 2.19. Planning Officer III
- 2.20. EP Specialist II-HRD
- 2.21. PDO II-DRRM
- 2.22. Two (2) PDO I-YF

3. Expenses relative to the conduct of this activity shall be charged against the Division INSET funds subject to the usual accounting and auditing rules and regulations.

4. It is understood that in the conduct of this activity there shall be no discrimination on account of age, school, gender, civil status, disability, religion or other similar factors, and personal circumstances that run counter to the principles of equal opportunity.

5. The conduct of this activity must comply with the minimum health and safety protocol set by the Inter-Agency Task Force on the Management of Emerging Infectious Diseases (IATF) and the Department of Health (DOH).

5. Immediate dissemination of and compliance with this Memorandum are desired.

  
**MIGUEL MAC D. APOSIN EdD, CESO V**  
Schools Division Superintendent

