



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

October 19, 2023

DIVISION MEMORANDUM

No. 531, s. 2023

**2nd DIVISION CONVERGENCE OF EDUCATION LEADERS (DCEL) FOR
 ELEMENTARY, SECONDARY, AND INTEGRATED SCHOOL HEADS
 FOR SY 2023-2024**

To: OIC, Office of the Assistant Schools Division Superintendent
 Chief Education Supervisor, CID
 OIC, Office of the Chief Education Supervisor, SGOD
 Education Program Supervisors
 Public Schools District Supervisors
 Heads of Public Elementary, Secondary and
 Integrated Schools

This Office will conduct the 1st Division Convergence of Education Leaders for All Public Elementary, Secondary, and Integrated School Heads for SY 2023-2024 on the following schedules:

District/School Participants	Date & Time	District/School In-Charge of the Preliminary activities and to Record the Minutes of the Meeting
1. All Integrated Schools 2. All Secondary Schools 3. All Elementary Schools in the following districts: ✓ Panay; ✓ Panitan; ✓ Pilar; ✓ Pontevedra; ✓ President Roxas; ✓ Maayon; and ✓ Ivisan	November 7, 2023 (8:00am-5:00pm)	President Roxas
All Elementary Schools in the following districts: ✓ Cuartero; ✓ Dao; ✓ Dumalag; ✓ Dumarao; ✓ Ivisan; ✓ Jamindan;	November 8, 2023 (8:00am-5:00pm)	Dumalag



Address: Banica, Roxas City
 Contact Number: (036) 620 2371
 Email Address: capiz@deped.gov.ph



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<ul style="list-style-type: none"> ✓ Mambusao East; ✓ Mambusao West; ✓ Sapián; ✓ Sigma; ✓ Tapaz East; and ✓ Tapaz West 		
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1. 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
- 2.5. Senior Education Program Specialists (Planning & Research, HRD and M & E)
- 2.6. Attorney III (Legal Services)
- 2.7. OIC, Office of the 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. Education Program Specialist II-HRD
- 2.21. Education Program Specialist II-Soc. Mob & Networking
- 2.22. PDO II-DRRM
- 2.23. Two (2) PDO I-YF

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

3. Immediate dissemination of this Memorandum is desired.

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

Encl.: None
 Reference: None
 To be indicated in the Perpetual Index
 Under the following subjects:

MEETINGS PERSONNEL ORIENTATION SCHOOLS



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