



Republic of the Philippines  
**Department of Education**  
REGION VII - CENTRAL VISAYAS  
DIVISION OF CITY SCHOOLS - TAGBILARAN CITY

**Office of the Schools Division  
Superintendent**

DIVISION MEMORANDUM  
SGOD-2024- 065

TO : **LEGARDO PALACA JR.** DCPNHS-SHS  
**MARIA TERESA LARODA** DCPNHS  
**LANIE GUTAS** DCPNHS-SHS  
**ERMILA D. CARDINAS** DCPNHS  
**PILAR DIEZ** DCPNHS  
**JONATHAN MEMBREVE** TCSHS

FROM : **WILFREDA D. BONGALOS PhD CESO V**  
Schools Division Superintendent 

SUBJECT : **INVITATION TO THE 6<sup>TH</sup> ASSEMBLY OF PUBLIC  
SECONDARY SCHOOL HEADS**

DATE : May 15, 2024

1. With reference to the invitation received from Wilfredo E. Cabral, OIC Office of the Undersecretary, BHROD, You are hereby advised to attend **the 6<sup>th</sup> Assembly of Public Secondary School Heads** on June 14-16, 2024 at City State Asturias Hotel, Puerto Princesa, Palawan.
2. Expenses relative to the activity are chargeable against School MOOE subject to the usual accounting and auditing rules and regulation
3. Please refer to the communication attached for reference.
4. Immediate dissemination of and compliance with this Memorandum is desired.

WDB/JAAL/SGOD/MCC/ftc



Address: H. Zamora St., Dampas, Tagbilaran City, Bohol  
Telephone Nos.: (038)427-1702; (038)427-2506; (038)422-8177  
(038)427-6718; (038)544-2147

Email Address: tagbilarancity.division@deped.gov.ph

DepED  
TAGBILARAN CITY DIVISION  
RECORDS SECTION

Received by: \_\_\_\_\_  
Date: 5/14/2024  
Time: \_\_\_\_\_



Republic of the Philippines  
**Department of Education**  
REGION VII - CENTRAL VISAYAS  
Division of City Schools - Tagbilaran City  
DR. CECILIO PUTONG NATIONAL HIGH SCHOOL-SHS

DEPARTMENT OF EDUCATION  
TAGBILARAN CITY SCHOOLS DIVISION  
50000000  
**RECEIVED**  
DATE: 5/14/2024 TIME: \_\_\_\_\_  
CTR #: 5-75

May 15, 2024

**WILFREDA D. BONGALOS PhD, CESO V**  
Schools Division Superintendent

Ma'am,

Greetings in the name of the Holy Triune God!

I am writing to request approval for our school's participation in the 6th Assembly of Public Secondary School Heads, which will be held at the City States Astorias Hotel in Puerto Princesa Palawan City from June 14 to June 17, 2024.

The Assembly presents a unique opportunity for our school leaders to engage with peers, share best practices, and gain insights into the latest educational strategies and policies. The event will feature keynote speakers, workshops, and collaborative sessions that are designed to enhance the leadership and management skills of school heads, ultimately benefiting our students and school community.

Given the significance of this event, I believe that our participation will contribute to our ongoing efforts to improve the quality of education and leadership within our institution. The knowledge and experience gained from this Assembly will be invaluable in driving our school's strategic initiatives and fostering an environment of continuous improvement.

The following individuals are proposed to represent our school at the Assembly:

1. Legardo Palaca Jr.
2. Maria Teresa Laroda
3. Lanie Gutas
4. Joselito C. Galendo
5. Ermila D. Cardinas
6. Pilar Diez
7. Jonathan D. Membreve



Republic of the Philippines  
**Department of Education**  
REGION VII - CENTRAL VISAYAS  
Division of City Schools - Tagbilaran City  
**DR. CECILIO PUTONG NATIONAL HIGH SCHOOL-SHS**

In light of this, I also seek your approval for the use of the Maintenance and Other Operating Expenses (MOOE) fund to cover the travel and accommodation expenses for our delegates. Utilizing the MOOE fund will enable our team to participate fully in the Assembly without impacting our school's regular financial operations.

Thank you for considering this request. I look forward to your positive response and am available to provide any further information you may require.

Sincerely,

**LEGARDO R. PALACA JR**  
Vice-President, NAPSSHI-Tagbilaran City Division




Republika ng Pilipinas

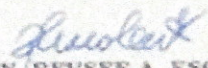
**Department of Education**

OFFICE OF THE UNDERSECRETARY  
HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

MEMORANDUM  
DM-OUHROD-2024-0418

TO : Regional Directors  
Schools Division Superintendents  
All Others Concerned

FROM :   
WILFREDO E. CABRAL  
Regional Director  
Officer-in-Charge, Office of the Undersecretary  
Human Resource and Organizational Development

  
ATTY. REVSEE A. ESCOBEDO  
Undersecretary for Operations

SUBJECT : INVITATION TO THE 6<sup>TH</sup> ASSEMBLY OF PUBLIC SECONDARY  
SCHOOL HEADS

DATE : 11 March 2024

The National Association of Public Secondary School Heads (NAPSSHI) will conduct its 6<sup>TH</sup> Assembly of Public Secondary School Heads with the theme "Developing Global Competence Through School Heads: Implementation of MATATAG AGENDA" following dates and venue:

DATE	VENUE
June 14, 15 & 16	City State Asturias Hotel, Puerto Princesa, Palawan

The Assembly aims to raise awareness among participants on the proactive collaboration of stakeholders for the successful delivery of the various components of the MATATAG K-10 Curriculum into the bodies, minds and hearts of Filipino learners, furthering the development of core learning competencies at par with global standards.

Secondary School Heads, SGOD chiefs, CID chiefs, Assistant Principals, Education Program Supervisors, Public Schools District Supervisors, Head Teachers and Master Teachers in the Department of Education may opt to attend the said activity provided that their participation will not hamper the delivery of basic education services in their respective offices/schools. The use of DepEd funds shall be subject to the

approval of their respective approving authorities. The same is also contingent upon its availability, and adherence to the usual accounting and auditing rules and regulations.

Please see the attached communication from NAPSSHI for more details and a list of activities. Should you have further inquiries, kindly email the Secretariat at [napsshiphilippines@gmail.com](mailto:napsshiphilippines@gmail.com) or contact this phone number +639462510545.

**For reference and dissemination.**



APR 10 2024  
 RECEIVED

**MEMORANDUM**

MAR 04 2024  
 RECEIVED  
 ESCOBEDO

**TO: WILFREDO E. CARRAL, CESO III**  
 Officer-In-Charge of the Office of the Undersecretary  
 Human Resource and Organizational Development (HROD)

**ATTY. REYSEE A. ESCOBEDO**  
 Undersecretary for Operations

*[Handwritten Signature]*  
**DR. ROLAND L. DELA CRUZ**  
 National President, NAPSSHI

**DATE:** March 4, 2024

**SUBJECT: CORRIGENDUM TO NAPSSHI MEMORANDUM DATED  
 FEBRUARY 21, 2024 (CHANGE OF DATES OF - NAPSSHI'S 6<sup>th</sup> Assembly  
 of Public Secondary School Heads)**

1. The National Association of Public Secondary School Heads Inc. (NAPSSHI) submitted a request for the conduct of the 6<sup>th</sup> Assembly of Public Secondary School Heads. However, after a thorough review, and careful consideration, we have identified a conflict in the calendar of activities that resulted to an error that requires correction and clarification.
2. The following provisions of the initially submitted Memorandum by NAPSSHI dated February 21, 2024 is hereby corrected as follows:

DATE	VENUE
June 14, 15 & 16	City State Asturias Hotel, Puerto Princesa, Palawan

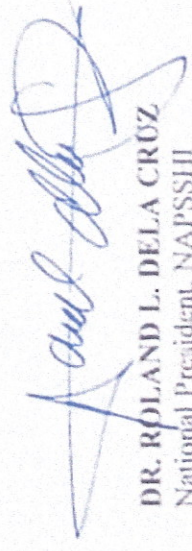
3. Immediate dissemination of and compliance with this Memorandum is enjoined.

SECRETARY OF EDUCATION  
OFFICE OF THE UNDERSECRETARY  
HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT (HROD)

MEMORANDUM

FOR: **WILFREDO E. CABRAL, CESO III**  
Officer In Charge of the Office of the Undersecretary  
Human Resource and Organizational Development (HROD)

**ATTY. REVSEE A. ESCOBEDO**  
Undersecretary for Operations



FROM: **DR. ROLAND L. DELA CRUZ**  
National President, NAPSSHI

1. The National Association of Public Secondary School Heads Inc. (NAPSSHI) will hold the 6<sup>th</sup> **Assembly of Public Secondary School Heads with the theme "Developing Global Competence Through School Heads' Implementation of MATATAG AGENDA"** on the following dates and venue:

DATE	VENUE
June 28, 29 & 30	City State Asturias Hotel, Puerto Princesa, Palawan

2. The Assembly aims to raise awareness among participants on the proactive collaboration of stakeholders for the successful delivery of the various components of the MATATAG K-10 Curriculum into the bodies, minds and hearts of Filipino learners, furthering the development of core learning competencies at par with global standards.
3. The topics to be discussed during the assembly shall focus mainly on the **MATATAG AGENDA**, presentation of comparative studies of various curricula, public sector unionism, Legal aspects, nationalism and patriotism, school-based management, and other relevant updates.
4. The participants in this **LIVE – OUT ASSEMBLY** are secondary school heads, SGOD chiefs, CID chiefs, assistant principals, EPSs, PSDSs, head teachers and master teachers in the school division offices.
5. Attendance shall be on **OFFICIAL BUSINESS**.