



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

September 4, 2024

DIVISION MEMORANDUM

No. 609 s. 2024

**CONSULTATIVE / PLANNING CONFERENCE OF SCHOOL HEADS AND SCHOOL
SPORTS COORDINATORS FOR THE PROPOSED CLUSTERING OF SCHOOLS
FOR THE 2025 TAGBILARAN CITY AND CVIRAA MEET**

To: Assistant Schools Division Superintendent
Chief CID and SGOD
Public and Private Elementary and Secondary School Heads
Public and Private Elementary and Secondary School Sports Coordinators
Heads of Athletic Delegations
All Others Concerned

1. In preparation for the Tagbilaran City and CVIRAA Meet 2025, a Consultative and Planning Conference for School Heads and School Sports Coordinators will be held on September 6, 2024, at 2:00 PM. The conference will take place at the newly renovated Audio-Visual Hall of Tagbilaran City Central Elementary School. Sports Coordinators who have classes during the conference are requested to leave a seatwork assignment for their students. School Heads are asked to ensure that a responsible adult is present to supervise the class in their absence.
2. Participants to this Consultative Planning Conference are the Public and Private Elementary and Secondary School Principals and Sports Coordinator.
3. The Consultative/Planning Conference aims to: a.) discuss the proposed clustering of public and private schools both in the elementary and secondary schools for Tagbilaran District I and II as well as the creation of stand-alone school teams, b.) present and agree on the scheduled cluster and district meets and the venue of the said sports activities, and c.) Choose school/school head to lead in the preparation, conduct and participation during the cluster and district meet respectively.
4. Expenses relative to the preparation, conduct and participation of the cluster and district meets are chargeable against school MOOE/SEF and other local funds subject to the usual accounting and auditing rules and regulations of the government.
5. For the guidance and compliance of all concerned.

WILFREDA D. BONGALOS PhD, CESO V
Schools Division Superintendent

WDB/JAL/JTB/aal



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