



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  
No. 668 s. 2025

September 19, 2025

**COORDINATION MEETING WITH SDO PRIVATE SCHOOL COUNTERPARTS**

To: Assistant Schools Division Superintendent  
Senior Education Program Specialist (M&E, Private School In-charge)  
Education Program Specialist II ( M&E, Partnerships Focal)  
School Heads of Private Schools  
All Others Concerned

1. In line with the continuing efforts of the Department of Education to enhance the implementation of quality assurance mechanisms, mainly the Regulatory and Development services, this Office through the School Governance Operations Division (SGOD) shall conduct the Coordination Meeting with SDO Private School Counterparts pertaining Regulatory Services on October 8, 2025. Venue of the meeting will be announced in a separate Memorandum.
2. This activity aims to strengthen coordination between the Schools Division Office and the Private Schools in ensuring operational and efficient delivery of regulatory services, and providing opportunities integrating client perspectives in improving systems and processes..
3. Participants to this Coordination Meeting are the School Heads from the 24 Private Schools of the Division. In the non-availability of the School Head, it is further advised to send a replacement to represent the school.
4. Registration Fee of Six Hundred pesos will be collected from each participant to cover meals and venue. Expenses relative to the conduct of the meeting will be charged from the Division Office Funds for Division Office Participants and Private School Funds for Private School Participants subject to the usual government accounting, auditing rules and regulations.
5. Immediate and wide dissemination of this Memorandum is desired.

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

WDB/JAAL/SGOD-MCC/etc



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