



Republic of the Philippines
Department of Education
Schools Division of Benguet



30 June 2021

DIVISION MEMORANDUM

No. 245 s. 2021

TO: Functional Division Chiefs and Section Heads
 Public Schools District Supervisors and Coordinating Principals
 School Heads and Teachers in Charge of Public Elementary and High Schools
 All Others Concerned

END OF THE SCHOOL YEAR CONFERENCE

1. The Schools Division of Benguet shall conduct the **End of the School Year Conference from 8:30 AM to 5:00 PM at Benguet National High School- Main- Covered Court, Wangal, La Trinidad, Benguet on July 22, 23, 27, 28, and 29, 2021.**
2. This activity will allow the Functional Divisions of SDO to present updates relative to their services and functions to the schools and learning centers. Further, this activity will provide avenue for participants' concerns, issues and challenges encountered throughout the school year given the current global challenge. Also, the conference will provide opportunities for provisions of technical assistance and possible strategies and intervention for continuous improvement of programs, projects and activities aligned with the Division and School Annual Implementation Plan, Division Education Development Plan and Work and Financial Plan.
3. Specifically, the objectives of the End of the School Year Conference are the following:
 - a. To provide updates on the Programs, Projects, and Activities from the Functional Division Units of the Division
 - b. To present major accomplishments, facilitating and hindering factors, lessons learned and ways forward (per District) by the PSDSs and CPs
 - c. To gather issues and concerns of school heads in their implementation of LCOP
4. Participants are Schools Heads/ Teachers in Charge of Public Elementary and High Schools including the Public District Supervisors, Coordinating Principals and selected SDO Personnel. Please be guided by the schedule and allotment of participants presented below.

Batch and Date	District/s	Allotment of Pax per Batch/District	Total
Batch 1 July 22 (Thursday)	<i>Atok, Bakun, Bokod and Sablan</i>		85
	Atok	19	
	Bakun	25	
	Bokod	12	
	Sablan	14	
	SDO Employees	15	
Batch 2 July 23 (Friday)	<i>Itogon I, Itogon II and Kapangan</i>		86
	Itogon I	18	
	Itogon II	22	
	Kapangan	31	
	SDO Employees	15	
Batch 3 July 27 (Tuesday)	<i>Tuba and Mankayan</i>		88
	Tuba	38	
	Mankayan	35	
	SDO Employees	15	



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Batch 4 July 28 (Wednesday)	<i>Buguias and Kabayan</i>		90
	Buguias	49	
	Kabayan	26	
	SDO Employees	15	
Batch 5 July 29 (Thursday)	<i>Kibungan, La Trinidad and Tublay</i>		88
	Kibungan	21	
	La Trinidad	31	
	Tublay	21	
	SDO Employees	15	
	Total	437	437

5. PSDSs and CPs shall identify participants coming from District and submit list of names to the SGOD-SMME on or before July 19, 2021.
6. Relative to this, PSDSs and CPs shall also prepare the School and District Major Accomplishments for the School Year as guided by the template to be forwarded through their DepEd Emails.
7. Identified participants and resource persons shall strictly adhere to the minimum IATF protocols and other health and safety measures in the conduct of the activity.
8. Meals and snacks shall be charged to the Division MOOE subject to the usual budget, accounting, and auditing rules and regulations.
9. Immediate and widest dissemination of this memorandum is desired.

References: DepEd Order No 12 s. 2020 also known as the Adoption of the Basic Education Learning Continuity Plan for School Year 2020-2021 in the Light of the COVID-19 Public Health Emergency; DO Benguet Division Annual Implementation Plan 2021; SDO Benguet Division Education Development Plan; Benguet Work and Financial Plan 2021

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