

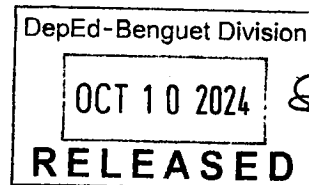


Republic of the Philippines
Department of Education
Schools Division of Benguet

09 October 2024

DIVISION MEMORANDUM

No; 370 s. 2024



To: Office of the Assistant Schools Division Superintendent
 Chief Education Supervisors- SGOD and CID
 Public Schools District Supervisors/ Districts In-charge
 School Heads of Public Elementary and Secondary Schools
 All Others Concerned

ADDENDUM and CORRIGENDUM to SDO MEMORANDUM 354 S. 2024 RE: SCHOOL HEADS' CONFERENCE

1. In reference to SDO Memorandum No. 354 s. 2024 re: School Heads Conference, this office informs the change of date and final venue.

Final Venue	BENECO- Benguet Electric Cooperative- General Pedro Dumol Hall, No. 4 South Drive, Baguio City
Final Dates	Composition of Participants and No. of Participants
Batch	Bakun (23), Bokod (23), Buguias (49), Kabayan (21), Kibungan (18), and Mankayan (34)
October 16, 2024	
Batch 2	Atok (22), Itogon I (25), Itogon II (21), Kapangan (21), La Trinidad (32), Sablan (11), Tuba (38), and Tublay (21)
October 17, 2024	

- The participants should be limited to School Heads only.
- Enclosed is the updated program flow for reference.
- Also, the previously issued memorandum shall serve as the travel authority for all identified participants on official business.
- All other provisions stated in the Division Memorandum No. 354 s. 2024 remain in effect.
- Immediate and wide dissemination of this Memorandum is desired.

ESTELA P. LEON-CARIÑO EdD, CESO III
 Regional Director and
 Concurrent Officer in Charge
 Schools Division Superintendent

For the Official - In - Charge - Schools Division Superintendent:

SAMUEL T. EGSAEN JR. EdD, CESO VI
 Assistant Schools Division Superintendent

UH/ smme/ 2024



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Republic of the Philippines
Department of Education
Schools Division of Benguet

SCHOOL HEADS' CONFERENCE
16-17 October 2024
BENECO- Benguet Electric Cooperative- General Pedro Dumol Hall

PROGRAM FLOW

- I. 8:00 AM **Registration**
- II. 8:30 AM **Preliminaries**
 - Nationalistic Song (AVP)
 - Opening Prayer
 - *Bagong Pilipinas* Hymn (AVP)
 - Introduction of Participants by the PSDSs/ Districts In-charge
 - Opening Remarks
ASDS Samuel T. Esgaen Jr. EdD, CESO VI
 - Message
Estela P. Leon-Cariño EdD, CESO III
Regional Director and
Concurrent Officer in Charge- Schools Division
Superintendent
- III. 9:00 AM **Updates from SDO (20 minutes presentation & 10 minutes Q&A)**
 - Accounting Unit
 - Budget Unit
 - Administrative and Personnel
 - Schools Governance and Operations Division
 - Curriculum Implementation Division
- IV. 12:00 NN **Lunch**
- V. 1:00 PM **Updates from CLMD (DEPED-CAR)**
- VI. 2:01 PM **Other Matters**
- VII. 2:30 PM **Ways Forward**
- VIII. 3:15 PM **RD and SDS Hour: Estela P. Leon-Cariño EdD, CESO III**
- IX. 4:30 PM **Closing**

Day 1 Facilitator: Corazon C. Quipot

Day 2 Facilitator: Lorna M. Yaco