



Republic of the Philippines
DEPARTMENT OF EDUCATION
 Region XI
CITY SCHOOLS DIVISION OF DIGOS CITY
 Digos City





**Office of the City Schools Division
 Superintendent**

Tel. No. (082) 553-8375; 553-8376; 553-8396

Division Memorandum No. 040, s. 2017

TO : Chief, Curriculum Implementation Division
 Public Schools District Supervisors

FROM : 
 DEE D. SILVA, DPA, CESO VI 
 Schools Division Superintendent

SUBJECT : Half-Day Conference for Private Schools Monitoring, Evaluation
 and Provision of Technical Assistance

DATE : January 18, 2017

1. In pursuance to Regional Memorandum No. 015, s. 2017 entitled "Deployment of Public Schools District Supervisors to Private Educational Institutions for the Conduct of Monitoring and Evaluation and the Provision of Technical Assistance", a half-day conference among Public Schools District Supervisors (PSDSs) shall be conducted on Monday, January 23, 2017 at 1:00 P.M. onwards at the Division Conference Hall.
2. The said half-day conference is organized for the following purposes:
 - a. To discuss the contents of QAD Form 1 – Quality Assurance Monitoring and Evaluation Tool for Private Educational Institutions;
 - b. To orient the group on:
 - b.1 Manual of Operation for Private Schools,
 - b.2 Private School Operations and Administrative Matter,
 - b.3 Evaluation Tools: Application for Permit/Recognition, Establishing School Branch, Application for Tuition Fee Increase, Etc.; Flowchart in Filing Application, and
 - b.4 Shifts in Providing Technical Assistance; Stages in Providing Technical Assistance;
 - c. To set directions as to monitoring, evaluation and provision of technical assistance to private schools.
3. The following CID Personnel are tasked to present/discuss the topics below in observance to time allotment specified:

TIME	TOPIC	IN-CHARGE
1:00 – 1:30	QAD Form 1	Beverly S. Daugdaug
1:30 – 2:10	Manual of Operation for Private Schools	Zenaida G. Guya
2:10 – 2:50	Private School Operations and Administrative Matter	Patriotiso O. Peñas
2:50 – 3:30	Evaluation Tools	Elsie C. Dagoy
3:30 – 4:30	Shifts in Providing Technical Assistance; Stages in Providing Technical Assistance	Beverly S. Daugdaug
4:30 – 5:00	Direction Setting	Beverly S. Daugdaug

4. All PSDSs are reminded to be at the Division Conference Hall before 1:00 P.M. so that the conference can immediately be started at 1:00 P.M.
5. For information, guidance and compliance of all PSDSs.

DepEd Schools Division of Digo.

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 Date: JAN 20 2017 Time: 9:33
 By: 