



Republic of the Philippines  
**Department of Education**  
**REGION XI**  
**SCHOOLS DIVISION OF DIGOS CITY**

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**OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT**  
**DIVISION MEMORANDUM**  
No. 446, s. 2021

August 6, 2021

**CONDUCT OF 2<sup>ND</sup> REGULAR SEMESTRAL VIRTUAL CONFERENCE FOR  
CY 2021 WITH PRIVATE SCHOOL HEADS**

- To: SGOD and CID Chiefs  
Jem Boy B. Cabrella – Education Program Supervisor  
Luzminda B. Jasmin - Senior High School Coordinator  
Airon M. Alejandro - Planning Officer III  
Eleser D. Mateo – SGOD Document Evaluator  
Ida I. Juezan – Public Schools District Supervisor  
Presidents/Directors/Principals of Private Elementary and Secondary Schools  
All Others Concerned
1. In reference to the implementation of the Division Education Development Plan (DEDP), this office informs all private school administrators that the Schools Division of Digos City will conduct 2<sup>nd</sup> Regular Semestral Virtual Conference for CY 2021 with Private School Heads on August 6, 2021 (Friday) at 1:00 PM via google meet through the link <https://meet.google.com/xcr-xvon-ckz>.
  2. The agenda of this virtual conference are as follows:
    - a. Election of the Digos City Private Schools Association for SY 2021-2022 and SY 2022-2023
    - b. Updates of Dr. Jem Boy B. Cabrella, Division Private Schools Focal on the following:
      - i. Compliance of RM 054, s. 2020; and
      - ii. Compliance of RM 024, s. 2021
    - c. Updates of Mr. Eleser D. Mateo, SGOD Document Evaluator on the following:
      - i. Compliance of RM 037, s. 2021
      - ii. Renewal of Government Permit to Operate
    - d. Update on the Request of Special Orders of Senior High Schools by Mrs. Luzminda B. Jasmin, Division SHS Coordinator
    - e. DO 013, s. 2020 (Readiness Assessment Checklist of Learning Delivery Modalities in the Learning Continuity Plan for Private Schools)
    - f. New Monitoring Tool for Private Schools for July to December 2021
    - g. Other Matters
      - i. Turning Over the Key of Responsibility
  3. Participants are required to register to the link <https://forms.gle/zMZptPLPcrhcxSwT7> in compliance to OUA MEMO 00-2020-0164 also known as Precautionary Guidelines on the Conduct of Online Meetings. To ensure confidentiality of the sensitive issues that may be brought up in this conference, only those who are pre-registered can join the virtual conference. The deadline of the pre-registration will be on August 2, 2021 (Monday) at 5:00 PM.



4. Incidental expenses incurred by the Division personnel for the above-mentioned activity shall be charged against local funds subject to the usual accounting and auditing rules and regulations. Expenses incurred by private school administrators for the said activity shall be charged against their local funds.
5. Immediate dissemination to this Memorandum is desired.

  
**CRISTY C. EPE**  
Schools Division Superintendent

DepEd Schools Division of Digos City  
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