



Republic of the Philippines  
**Department of Education**  
DIGOS CITY DIVISION



**Office of the Schools Division Superintendent**

**DIVISION MEMORANDUM**

CID-2025- 711

To : CID Chief  
Education Program Supervisor (SNeD & Kindergarten Focal)

Subject : **INVITATION AS RESOUCE SPEAKER AT LITTLE EINSTEIN  
CENTRAL ACADEMY OF SOUTH DAVAO INC.**

Date : July 31, 2025

This is in reference to the request of **Little Einstein Central Academy of South Davao Inc.** regarding their **Seminar Training on the MATATAG Curriculum**. In response, this office designates Mrs. Zandria Sy, EPS, as the Resource Speaker for the said activity on August 2, 2025, to be conducted at Little Einstein Central Academy of South Davao Inc., Roxas Ex., Digos City.

In accordance with DepEd Order No. 53, s. 2003, Overtime Credit shall be granted to Mrs. Sy for services rendered on a Saturday, Sunday, holiday, or during the end of the school year/summer.

The travel expenses of Mrs. Sy shall be charged against MOOE/local funds, all subject to the usual government accounting and auditing rules and regulations.

For more information, please see attached document.

For compliance.

*Melanie P. Estacio*  
**MELANIE P. ESTACIO, PhD, CESO VI**  
Schools Division Superintendent

DepEd Schools Division of Digos City  
RECORDS SECTION

**RELEASED**  
DATE: AUG 04 2025 TIME: 2:01  
BY: *[Signature]*

Enclosed: As stated.  
CID/zms



**Address:** Roxas cor. Lopez Jaena Street, Zone II, Digos City (8002)  
**Telephone Nos.:** (082) 553-8375; (082) 553-8396



## LITTLE EINSTEINS CENTRAL ACADEMY OF SOUTH DAVAO INC.

Amorosa II Bldg., Roxas Extension, Zone 3, Digos City, Davao del Sur

✉ littleeinsteinscentralacademy@gmail.com

📱 Little Einsteins Play School – Digos City

☎ 0930 – 911 – 0266

### OFFICE OF THE SCHOOL PRINCIPAL

July 28, 2025

**DR. MELANIE P. ESTACIO, CESO VI**

School Division Superintendent Department of Education

Division of Digos City

**ATTENTION: BEVERLY S. DAUGDAUG, EDD.**

Chief ES - CID

Division of Digos City

Dear Dr. Estacio:

Greetings of Peace and Prosperity!

In line with the upcoming DepEd Region XI validation scheduled on August 14, 2025 of our institution, one of the urgent requirements is to ensure that our teachers are fully oriented and equipped with the necessary understanding of the Matatag Curriculum. In this regard, we respectfully request two supervisors as resource speakers/supervisors for the seminar and training on the Matatag Curriculum to be held on August 2, 2025 (Saturday), from 8:00 AM to 5:00 PM, at Little Einsteins Central Academy of South Davao, Inc. Your guidance and support will greatly help us in aligning our school's curriculum implementation with the current DepEd standards and ensure compliance with the regional office's validation requirements. We hope for your favorable response and look forward to learning from your expertise.

Thank you very much and more power!

Respectfully Yours,

**AVIN JOHN F. GALLEGO, LPT, PHD**  
School Principal