



Republic of the Philippines
Department of Education
REGION IV-A
SCHOOLS DIVISION OFFICE OF CAVITE PROVINCE

July 24, 2023

DIVISION MEMORANDUM





NO. 302 s. 2023

**2023 DIVISION MANAGEMENT COMMITTEE (MANCOM) MEETING FOR
PRIVATE SCHOOLS**

To: Assistant Schools Division Superintendents
Chief, Curriculum and Implementation Division
Chief, School Governance and Operation Division
Education Program Supervisors
Public Schools District Supervisors
Private Schools Owners/Administrators
All Concerned

1. This office shall hold the 2023 Division Management Committee (MANCOM) Meeting for Private Schools on August 4, 2023, Friday, from 8:00 am to 5:00 pm in Tanza Oasis Resort and Hotel, Brgy. Capipisa, Tanza, Cavite.
2. The meeting aims to gather all DepEd Cavite private schools owners and administrators to discuss crucial issues and concerns on the important updates relevant to DepEd priorities and programs related to private schools operations.
3. Attendees to the meeting are Private Schools Owners or Administrators. Only one attendee per private school. **Representatives or substitutes are not allowed.**
4. All participants are requested to register online through this link <https://tinyurl.com/5n8us729> on or before August 2, 2023, a registration fee of one thousand pesos Php. 1000.00 each participant to cover the expenses of this undertaking.
5. Attached to this Memorandum is the Program Matrix.



 Cavite Capitol Compound, Brgy. Luciano, Trece Martires City, Cavite
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“Serbisyong Pang Edukasyong Tapat at Sapat para sa Batang KABITENYO”



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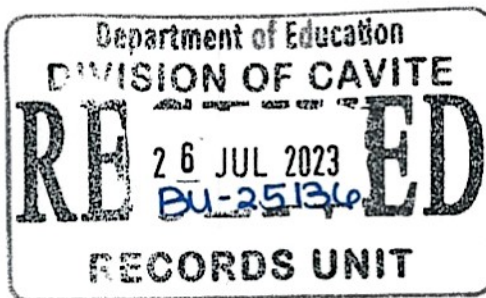
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6. For more information and clarification, you may contact any of the Private Schools Unit personnel thru this Telephone Number: 412-0349 and look for Mr. Albert B. Erni, Education Program Specialist II and Mr. Jay P. Fulvadora, Administrative Aide III.

7. Immediate dissemination of this Memorandum is highly directed.

ROSEMARIE D. TORRES, CESO V
Schools Division Superintendent



JPF/DM No. 302, /2023
/07/24/



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
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Program Matrix:

Time	Topic/Activity	Resource Speaker/Facilitator
7:00 am – 8:00 am	Registration	Jay P. Fulvadora – ADA III
8:00 am – 8:30 am	Preliminaries: National Anthem Prayer DepEd Quality Policy	Audio-Visual-Presentation
8:30 am – 9:00 am	Government Permit for Recognition/Renewal and SHS Application	Gregoria S. Atas , EPS-SGOD, Private Schools Coordinator
9:00 am – 9:30 am	Closure of Schools	Albert B. Erni , Education Program Specialist II-Private Schools Unit
9:30 am – 10:00 am	LIS and School Forms	Reniel Patrick S. Tejidor , Planning Officer II
10:00 am – 10:30 am	School Handbook	Diana P. Topacio Chief, School Governance and Operations Division
10:30 am – 11:30 am	Child Protection Policy and Anti-Bullying	Atty. Daniel V. Carpina
11:30 am – 12:00 pm	Lunch	
1:00 pm – 2:00 pm	Curriculum: Number of Hours per Subjects/per grade level Face-to-Face and Blended Learning Modalities	Elpidia B. Bergado Chief, Curriculum and Implementation Division
2:00 pm – 3:00 pm	Superintendents Hour	Rosemarie D. Torres , CESO V Schools Division Superintendent
3:00 pm – 4:00 pm	Open Forum	
4:00 pm – 4:30 pm	Closing Remarks	Galileo L. Go Assistant Schools Superintendent
4:30 pm – 5:00 pm	Home sweet Home	



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