



Republic of the Philippines
DEPARTMENT OF EDUCATION
Region VII, Central Visayas
SCHOOLS DIVISION OF NEGROS ORIENTAL
www.depednegor.net

June 7, 2018

Division Memorandum
No. 327 s, 2018

MEETING OF ALL PUBLIC SECONDARY SCHOOL HEADS

To : Asst. Schools Division Superintendent
Chiefs, CID & SGOD
Division Education Program Supervisors/Division Coordinators
Public Schools District Supervisors/District In-Charge
Public Secondary School Heads
All Others Concerned

1. There will be a meeting of all public Secondary School Heads on June 22, 2018, Friday from 8:00 in the morning up to 5:00 in the afternoon at the 3rd floor of the Division Conference Room.
2. All school heads participants shall bring the following using the templates attached:
 - a) Current enrolment
 - b) Teacher need
 - c) Enrolment in 2017-2018
 - d) Teacher line up in 2017-2018
3. A registration fee of TWO HUNDRED FIFTY pesos (Php250.00) shall be collected during the meeting to defray expenses for one (1) lunch and two (2) snacks.
4. Expenses for traveling including the registration fee shall be chargeable against school MOOE all subject to the usual accounting and auditing guidelines.
5. Please come on time.

WILFREDA D. BONGALOS, Ph. D., CESO VI
Schools Division Superintendent

6/7/18

08 JUN 2018

Republic of the Philippines
Department of Education
DIVISION OF NEGROS ORIENTAL

Name of School: _____

District: _____

Name of School Head: _____

Designation: _____

Contact Number: _____

A. Data on Current Enrolment

| Year Level | Male | Female | TOTAL |
|------------|------|--------|-------|
| 7 | | | |
| 8 | | | |
| 9 | | | |
| 10 | | | |
| 11 | | | |
| 12 | | | |

B. Data on Previous Year's Enrolment

| Year Level | Male | Female | TOTAL |
|------------|------|--------|-------|
| 7 | | | |
| 8 | | | |
| 9 | | | |
| 10 | | | |
| 11 | | | |
| 12 | | | |

D. Teacher Need for SY 2018-2019

| Year Level | Total Enrolment as of June 22, 2018 | No. of Teachers at Present | No. of Teacher Need | Remarks (Pls indicate preferred major/area of specialization) |
|------------|-------------------------------------|----------------------------|---------------------|---|
| 7 | | | | |
| 8 | | | | |
| 9 | | | | |
| 10 | | | | |
| 11 | | | | |
| 12 | | | | |