



Republic of the Philippines
Department of Education
Cordillera Administrative Region
SCHOOLS DIVISION OFFICE OF ABRA

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DIVISION MEMORANDUM
No. F-572023

**CONDUCT OF THE FIRST FIELD STAFF MEETING
OF PSDS AND SCHOOL HEADS OF LAPAZ DISTRICT
FOR THE SCHOOL YEAR 2023-2024**

To: Public Schools District Supervisor
Elementary and Secondary School Heads

1. In adherence to promoting quality and excellence in education and improving learning outcomes, there will be a District Field Staff Meeting on September 07, 2023 at San Gregorio Elementary School, San Gregorio Lapaz ,Abra.

The meeting aims to:

- a. "Meet and greet" with the Public Schools District Supervisor and School Heads of La Paz District.
 - b. Update the School Heads on the incoming 3rd Quarter DepEd CAR Regional Management Committee Meeting (MANCOM) visitation and discuss issues and concerns.
 - c. Monitor and evaluate the schools' AIPs.
1. Participants to this field staff meeting are the school heads of elementary, secondary schools and PSDS of La Paz District.
 2. Each participant is required to bring the approved copies of school AIPs.
 3. Observance of time on task shall be strictly followed so that meeting will **start promptly** and attendance to this meeting is indispensable.
 4. Transportation and per diem of participants shall be **charged to school MOOE** subject to usual accounting rules and regulations.
 5. Immediate and widest dissemination of this memorandum is **desired**.


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Schools Division Superintendent



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