



Republic of the Philippines
Department of Education
Region X-Northern Mindanao
DIVISION OF MISAMIS ORIENTAL
A.Velez St., Cagayan de Oro City
www.depedmisor.net



July 11, 2017

DIVISION MEMORANDUM

No. 318 s. 2017

TO : All School Heads/ Principals of Stand Alone Senior High Schools

FROM : CHERRY MAE L. LIMBACO, Ph.D., CESO V
Schools Division Superintendent

SUBJECT : MEETING OF SENIOR HIGH SCHOOL HEADS/ PRINCIPALS ON TEACHER NEED FOR SY 2017-2018

1. To discuss and solve issue on Senior High Schools Teacher Need for school year 2017-2018, this Office shall conduct a Special Meeting of Senior High Schools Stand Alone Heads/ Principals on **July 13, 2017 at 9:00 AM** (Thursday) in the Division Conference Room of DepEd Misamis Oriental , Cagayan de Oro City.

2. All Senior High School Heads/Principals of Senior High Schools – Stand Alone are requested to bring the following:
- List of their Senior High School Students (by Track and by Strand),
 - School Program for grades 11 and 12 (1ST SEMESTER, SY 2017-2018)
 - List of SHS Teachers
 - List of teacher(s) need(with specific subject/ major), based from the school program and number of enrollees
 - Printed Copy of DepEd Order 3, s. 2016

3. Travelling expenses shall be charged against local funds and are subject to the usual accounting and auditing rules and regulations.

4. For your guidance and compliance.

CLL/rlg