



Republic of the Philippines  
**Department of Education**  
REGION X – NORTHERN MINDANAO  
**SCHOOLS DIVISION OF MISAMIS ORIENTAL**

Office of the Schools Division Superintendent

13 September 2023

**DIVISION MEMORANDUM**


No. **524** s. 2023

**SPECIAL DIVISION OFFICE CONFERENCE -cum-  
WORLD TEACHER'S DAY CELEBRATION**

To: **Division EXECOM**  
**Public Schools District Supervisor/DICs**  
**All Division Office Personnel**  
**Others Concerned**  
This Division

1. The Division Office (DO) will hold a Division Special Conference -cum- World Teacher's Day Celebration on October 2, 2023, Monday. Venue will be announced through a separate Memorandum.
2. Participants of this Special Conference are the Division EXECOM, Public Schools District Supervisors/DICs, Section Heads, and all other Division Office Personnel including the Medical and Dental Section in the field.
3. The identified members of essential committees shall convene at the identified venue on October 1, 2023 for the set-up and other necessary preparation.
4. Travel and other related expenses shall be charged to local funds/School MOOE subject to the usual accounting and auditing rules and regulations.
5. Wide dissemination of this Memorandum is hereby enjoined.

  
**EDILBERTO L. OPLENARIA, EdD, CESO V**

Schools Division Superintendent 

Encls.: As stated  
References: None  
To be indicated in the Perpetual Index  
under the following subjects:



SGOD, HRD-imonte



Address: Del Pilar corner Velez Street, Brgy. 29, Cagayan de Oro City 9000  
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Enclosure No 1 to Division Memorandum No. \_\_\_, s. 2023

**SPECIAL DIVISION OFFICE CONFERENCE -cum-  
WORLD TEACHER’S DAY CELEBRATION**  
*October 2, 2023, Venue: TBA*

**ACTIVITY MATRIX**

**PART I. 8:00-9:00am Eucharistic Mass**  
**PART II. 9:00-11:00 am Conference Proper**

Time	Activity/Topic	Person-In-Charge
9:00- 9:30 AM	<b>Preliminaries:</b> National Anthem	<b>MARIA ASUNCION G. RAFOLS</b> EPS-Araling Panlipunan
	Prayer for the Teachers Roll-Call of Participants	<b>MARY GRACE V. GALLANA</b> EPS- EsP
	Acknowledgment of Participants	<b>FACILITATOR/EMCEE</b>
	Welcome Message	<b>ERLINDA G. DAEL, PhD, CESE</b> OIC ASDS
	Message of the Head of Office and Call to Order	<b>EDILBERTO L. OPLENARIA, EdD, CESO V</b> Schools Division Superintendent
<b>CONFERENCE PROPER</b>		
<b>Current and Relevant Issues/Updates</b>		
9:30- 12:00 AM	SDS Time	<b>EDILBERTO L. OPLENARIA, EdD, CESO V</b> Schools Division Superintendent
	ASDS Time	<b>ERLINDA G. DAEL, PhD, CESE</b> OIC ASDS
	CID	<b>CYDEL P. VALMORES, PhD.</b> OIC-Chief ES, CID
	SGOD	<b>MA. TERESA M. ABSIN, PhD</b> Chief ES, SGOD
	Admin	<b>JANICE LOURDES S. RESRRECCION</b> AO-V

**PART II. 1:00-4:00pm World Teacher’s Day Celebration**

1:00-4:00	Song Number	<b>“Laban Guro Laban” by John Michael Version, T-I, Jasaan NHS</b>
	Tribute to Teachers	<b>Non-Teaching Personnel</b>
	Zumba	<b>Eva Dela Pena, ADA 1</b>
	Team Building	<b>c/o Ronjie C. Rosete HTIII/Special Events</b>

**EMCEE: Niñojomar N. Cablay, AO IV**  
**Christine H. Cabiassa, PDO II**



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WORLD TEACHER'S DAY CELEBRATION**  
*October 2, 2023, Venue: TBA*

**COMMITTEE**

<b>COMMITTEE</b>	<b>MEMBERS</b>
<b>PROCUREMENT</b>	<b>Niñojomar N. Cablay- Chairperson</b> Pete Nesty John Pongcol Jennifer C. Ariasa Eva S. dela Pena Cindy Karl S. dela Pena Irish Karylle D. Monte- Training Design/Matrix/Memo
<b>EUCCHARISTIC MASS</b>	<b>Rhodora L Gallares- Chairperson</b> Sally S. Aguilar Sheilla B. Diango Rafunzel D. Epanes Mylah Dee G. Malicay Mila Janubas Gino M. Señara
<b>PHYSICAL ARRANGEMENT AND DECORATION</b>	<b>Janice Lourdes S. Resurreccion- Chairperson</b> Melanie C. Estenzo Eleonor G. Cruz Arlene C. Valmoreñ Cheryl F. Ubalde Gladys S. Banac Gina G. Revecho General Services
<b>TAURPAULIN, PRINTED PROGRAM, LEI etc.</b>	<b>Josephine D. Labares- Chairperson</b> Andrew Heroe R. Janubas Christine H. Cabiassa Edwin L. Gamorot Adora Angelica G. Bahian
<b>LOGISTICS</b>	<b>Shayne Yannah M. Frias- Chairperson</b> Larry M. Fabria Brian Pactos Lemuel Caliso
<b>REGISTRATION AND ATTENDANCE</b>	<b>Catherine Ann S. Balanay- Chairperson</b> Bakhita G. Loplop Mercy Aguilar
<b>PROGRAM</b>	<b>Irish Karylle D. Monte- Chairperson</b> Mark Lorren T. Tejano Ronjie C. Rosete – Team Building Eva S. dela Pena- Zumba Niñojomar N. Cablay Christine H. Cabiassa



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	Mary Grace V. Gallana Maria Asunción F. Rafols
<b>TECHNICAL / PRESENTATIONS</b>	<b>Michael Mervin Acenas- Chairperson</b> Kim Eric G. Lubguban Jules Alfred Baltazar
<b>TECHNICAL SET-UP</b>	<b>Freddiejun T. Delig- Chairperson</b> Vicente Y. Hallasgo

**OVERSIGHT COMMITTEE**

<b>Misamis Oriental</b>	<b>Complete Name</b>	<b>Position</b>	<b>Office</b>
SDS	Edilberto L. Oplenaria	Schools Division Superintendent	OSDS
ASDS	Erlinda G. Dael	OIC- ASDS	OSDS
CID CHIEF	Cydel P. Valmores	OIC- Chief ES CID	CID
SGOD CHIEF	Maria Teresa M. Absin	Chief ES SGOD	SGOD
DIVISION PARTNERSHIP COORDINATOR	Catherine Ann S. Balanay	EPS II/OIC SEPS SocMob	SGOD
DIVISION WTD COORDINATOR	Irish Karylle D. Monte	SEPS HRD	SGOD



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