



Republic of the Philippines  
DEPARTMENT OF EDUCATION

Region X

DIVISION OF MISAMIS ORIENTAL

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Dep

January 25, 2016

**DIVISION MEMORANDUM**

No. 74 S, 2016

To : **Division Selection Committee for Senior High School  
School Screening Committee for Senior High School**  
This Division

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

Re : **Conduct of the Orientation for the School Screening Committee for Hiring Senior  
High School Teachers**

1. In preparation for the recruitment, evaluation and selection of the new teacher- applicants for Senior High School Positions for S.Y. 2016-2017, this Office shall conduct an orientation for the School Screening Committee for Hiring Senior High School Teachers on January 28 & 29, 2016. The details are stated below:

Date/Time	Districts Involved (Schools Offering Senior High School only)	Venue
January 28, 2016, 8:00AM	Tagoloan – Magsaysay	Baliwagan NHS
January 29, 2016, 8:00AM	MOGCHS- Lugait	Opol NSTS

2. The objectives of the activity are as follows:

- (a) Orient the School Screening Committee on the Hiring Guidelines for Senior High School Teaching Positions Effective School Year 2016-2017 under **DO 3, s. 2016**;
- (b) Capacitate the School Screening Committee to ensure an orderly conduct of the selection.

3. Attached is the Composition of the Division Selection Committee and School Screening Committee.

4. Stand alone Senior High Schools shall only have a Division Selection Committee. Thus, for said schools, all functions of the School Screening Committee, as detailed in the D.O 3,s. 2016 item 6.2.1, shall be performed by the Division Selection Committee.

4. Meals and Traveling expenses of the participants shall be charged against Local Funds subject to the usual accounting and auditing rules and regulations.

5. Immediate dissemination of this Memorandum to all concerned is hereby enjoined.

CLL/mbd

**Division Selection Committee**

*Composition:*

Chairman: Jean G. Veloso- ASDS

Members:

- Sally Aguilar – ESP-I
- Manolito V. Sale Sr. – MOPSTEA Pres.
- Reynaldo S. Cabillan, PhD.= DAPSSHI Pres.
- Myrna S. Motoomull, Ed.D.- CSO Representative
- One (1) Regional Education Supervisor as Process Observer

**School Screening Committee**

*Composition:*

Chairman: School Head

Members: Head Teacher for Core and/or Track subjects as needed based on the school's vacancies  
Three (3) teachers from the different learning areas as needed based on the school's vacancies  
President or Authorized representative of the School Governing Council (SGC) or the Parents-Teachers Association (PTA)