



Republic of the Philippines
Department of Education

NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

Office of the Schools Division
Superintendent

AUG 11 2023

MEMORANDUM

2-DAY SCHOOL CONVERGENCE IN PREPARATION FOR THE SCHOOL OPENING

To: OIC – Assistant Schools Division Superintendent/
Chief Education Supervisor, School Governance and Operations Division
Chief Education Supervisor, Curriculum Implementation Division
Public Elementary and Secondary School Heads/OICs
All Others Concerned

1. In line with the upcoming school opening on August 29, 2023, this Office requests that all schools submit proposals for the 2-day school convergence in preparation for the school opening to the Human Resource Development (HRD) Unit, c/o Ms. Ivy M. Romano, Senior Education Program Specialist, on or before August 16, 2023.
2. The said activity shall be dated August 24 - 25, 2023. Likewise, along with the school needs-based related topics, the following are recommended to be included in the matrix of the said proposal:
 - Homeroom Guidance Program
 - Learning Action Cell
 - Comprehensive Sexuality Education
 - Drugs Education
3. Half day should be allotted for the discussion of the Personal Safety Lesson or PSL-A-Day.
4. Related expenses incurred in the conduct of the said event shall be charged against the School MOOE subject to the usual accounting and auditing procedures.
5. Likewise, all teacher attendees are entitled to service credits for the days participated in the training as stipulated in DepEd Order No. 53, s. 2003 Updated Guidelines on Grant of Vacation Service Credits to Teachers.
6. Immediate and wide dissemination of this Memorandum is desired.

NERRISA ROXAS LOMEDA CESE

Chief Education Supervisor

Officer-In-Charge

Office of the Schools Division Superintendent

Encl: As stated

Reference: As stated

To be indicated in the Perpetual Index

Under the following subjects

TEACHERS

SCHOOL

PROGRAM

IMR/Memo/ INSET School Convergence

253 August 8, 2023



UN-2023-253

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