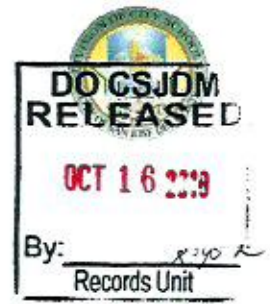




Republic of the Philippines
DEPARTMENT OF EDUCATION
Region III – Central Luzon
SCHOOLS DIVISION OF SAN JOSE DEL MONTE CITY
San Ignacio St., Poblacion, City of San Jose del Monte 3023



DIVISION MEMORANDUM
No. 177, s. 2018

To: Assistant Schools Division Superintendent
Division Chiefs
Elementary and Secondary School Heads
All Others Concerned

From: The Schools Division Superintendent

Subject: CY2019 Annual Planning and Budget Conference

Date: October 15, 2018

1. Please be informed that CY2019 Annual Planning and Budget Conference is scheduled on October 24-26, 2018. The venue shall be announced later upon completion of procurement process.
2. This activity is aimed at preparing effective CY2019 programs/activities/projects and appropriating funds thereof.
3. Participants are as indicated in Enclosure No. 1.
4. Enclosure No. 2 shows the Program Matrix.
5. Participants are advised to bring laptop computers and other equipment to ensure that the required outputs will be accomplished.
6. Food and accommodation shall be charged to Division MOOE. Traveling expenses of Division Office personnel shall also be charged to Division MOOE while elementary and secondary school participants shall be charged to school MOOE subject to usual accounting and auditing rules and regulation.
7. Attendance is a must.


GERMELINA H. PASCUAL, CESO V
Schools Division Superintendent



Republic of the Philippines
DEPARTMENT OF EDUCATION

Region III – Central Luzon

SCHOOLS DIVISION OF SAN JOSE DEL MONTE CITY
San Ignacio St., Poblacion, City of San Jose del Monte 3023



Enclosure No.1 to Division Memorandum No. 77, s. 2018

CY2019 Annual Planning and Budget Conference
October 24-26, 2018

PARTICIPANTS

Office of Schools Division Superintendent (OSDS)	
Germelina H. Pascual, CESO V	Schools Division Superintendent
Dr. Maria Carmen P. Cuenco, CESO VI	Asst. Schools Division Superintendent
Kristine Joy Daluz-Quezada	Accountant III
Orlando D. Gonzales	Budget Officer III
Jeanny G. Roldan	Cashier II
Dennis P. Garcia	Supply Officer
Nenette M. Gomez	Administrative Assistant III
Krizelle I. Agapito	Administrative Assistant III
Janette D. Sta. Maria	Administrative Assistant III
Lalaine SP. Bartolome	Administrative Assistant II
Regenald D. Serrano	Administrative Assistant I
Rodelio Jimenez	Administrative Aide I
Mariz A. Del Rosario	Provident Fund Clerk / Support Staff
Curriculum Instruction Division (CID)	
Rolando T. Sotelo, DEM	Division Chief
Ruby Cagadas	Education Program Supervisor
Senen B. Jane	Education Program Supervisor
Eleonor Del Rosario	Project Development Officer
Ma. Socorro B. Lindo	Public School District Supervisor
Darlan Grageda, Jr.	Public School District Supervisor
School Governance Operations Division (SGOD)	
Esperanza D. Cruz	Division Chief
Bernadette B. Rosaroso	Education Program Supervisor
Manuel P. Dela Cruz	SEPS-HRTD
Robesa Hilario	SEPS-SMME
Renato Ignacio	SEPS-Planning & Research
Ma. Felisa Camino	Planning Officer III
Engr. Isaac Jay Salinas	Engineer II
Dr. Mary Ann Soriano	Medical Officer III
Merlita Ynciong	SEPS-SocMob
Manuel Caliboso	PDO-DRRM
Margie Duro	PDO-YF



Republic of the Philippines
DEPARTMENT OF EDUCATION
Region III – Central Luzon



SCHOOLS DIVISION OF SAN JOSE DEL MONTE CITY
San Ignacio St., Poblacion, City of San Jose del Monte 3023

Elementary School Heads	
Kimberlee M. De Leon	San Isidro ES
Gina B Yonque	Kakawate ES
Antonio D. Doncillo	San Roque ES
Rowena P. Lancero	Paradise Farms CS
Raul G. Panimbatan	Towerville ES/ Sto. Cristo ES
Francisco Policarpio	Goldenville ES
Maria Theresa M. Dela Cruz	Minuyan ES
Marissa M. Solomon	BBG ES
Eppie Baswel	BBI ES/Lawang Pare ES
Julietta Y. Balita	BBA ES
Kimberlee M. De Leon	BBF ES
Sofronio P. Macawile	BBB ES
Chito Reporen	BBE ES
Carolyn Oliveros	Dulong Bayan ES
Virginia V. Manuel	Sapang Palay Proper ES
Ramiro M. Gacosta	BBC ES
Reneerose R. Sahurda	BBD ES
Miriam A. Zamora	BBH ES
Nerliza C. Miranda	SJDM Central ES
Zenaida B. Aguirre	San Jose Del Monte Heights ES
DianaIyn Palaganas	Heroesville ES
Jocelyn A. San Diego	Partida ES
Dionisia D. Herrera	Benito Nieto ES
Ma. Shirley A. Macawile	Muzon Pabahay ES
Evangelina A. Galvez	Gaya-Gaya ES
Lourdes A. Solomon	Marangal ES
Genoveva R. Mendoza	Graceville ES
Christopher Albino	Ricafort ES
Flordeliza M. Limon	Tungkong Mangga ES
Francis Tabuzo	San Manuel ES
Maria FatimaD. Felicia	Gumaok ES
Lilybeth D. Dasco	Francisco Homes ES
Lyn Grace D. Abanador	Kaypian ES
Marites P. Borja	Guijo ES
Secondary School Heads – Junior HS	
Cristina Santiago	Kakawate HS
Leo Glenn P. Evasco	Minuyan HS
Geronimo Guilalas	Graceville HS
Elisa U. Jarabe	Sto. Cristo HS
Ann Liza Lepasana	SJDM Science HS
Ima D. Mejia	Marangal HS
Jaez Campano	Kaypian HS
Marietta G. Licopit	Muzon Harmony Hills HS
Rogelio Sison	Citrus HS
Danilo A. Casas	San Manuel HS / Paradise Farms NHS
Joel Jonathan Camero	San Martin NHS
Wilma Aquino	Sapang Palay NHS
Alexander Angeles	San Jose Del Monte National Trade School
Purita J. Herrera	San Jose del Monte NHS
Annie Joaquin	Muzon NHS/SJDM Heights HS



Republic of the Philippines
DEPARTMENT OF EDUCATION
Region III – Central Luzon



SCHOOLS DIVISION OF SAN JOSE DEL MONTE CITY
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16	Lourdes Robes	Towerville NHS
	Secondary School Heads – Senior HS	
	Margarita Joven	Paradise Farms NHS
	Florida Gonzales	Sapang Palay NHS
	Edwin SD. Adriano	San Jose del Monte National Trade School
	Chona C. Dulay	Towerville NHS
	Daisy DC. Ifurong	Kakawate NHS
	Joycelyn M. Lanozo	Kaypian NHS
	Ann Liza R. Lepasana	San Jose del Monte Science HS
8	Mark Ian Bunyog	San Martin NHS



Republic of the Philippines
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SCHOOLS DIVISION OF SAN JOSE DEL MONTE CITY
San Ignacio St., Poblacion, City of San Jose del Monte 3023

Enclosure No.2 to Division Memorandum No. **77** s. 2018

CY2019 Annual Planning and Budget Conference
October 24-26, 2018

PROGRAM MATRIX

TIME	PARTICULARS
DAY 1	
8:00 – 9:00 AM	Registration
9:00 – 9:30 AM	Opening Program
	National Anthem
	Prayer
	DepEd CSJDM Hymn
	Opening Message Statement of Purpose
9:30 – 10:30 AM	Budget Performance Review Orlando D. Gonzales
10:30 – 10:45 AM	SNACKS
10:45 AM – 12:00 NN	CY2019 Budget Presentation Orlando D. Gonzales
12:00 NN – 1:00 PM	LUNCH BREAK
1:00 – 2:30 PM	Implementing Guidelines on the Release and Utilization of MOOE Kristine Joy Daluz-Quezada
2:30 – 3:00 PM	Feedback on Implementation of Non-Cash Disbursement Nenette M. Gomez
3:00 – 3:15 PM	SNACKS
3:15 – 5:00 PM	Feedback on Implementation of Non-Cash Disbursement Nenette M. Gomez
5:00 – 7:00 PM	Q & A with Assistant Principals
DAY 2	
8:30 – 9:00 AM	MOL
9:00 – 10:15 AM	Cash Management and Control Jeanny G. Roidan
10:15 – 10:30 AM	SNACKS
10:30 – 12:00 NN	Updates on RA 9184 Dennis P. Garcia
12:00 NN – 1:00 PM	LUNCH BREAK
1:00 PM – 5:00PM	Workshop on Preparation of SOB, MDP, Activity Design Orlando D. Gonzales & Kristine Joy Daluz-Quezada
DAY 3	
8:30 – 9:00 AM	MOL
9:00 – 10:15 AM	Output Review, Finalization & Submission
10:15 – 10:30 AM	SNACKS
10:30 AM – 12:30 NN	Other Issues and Concerns Orlando D. Gonzales & Kristine Joy Daluz-Quezada
12:30 NN – 2:00 PM	LUNCH BREAK
2:00 – 3:00 PM	Closing Ceremony
3:00 – 3:15 PM	SNACKS
	HOME SWEET HOME