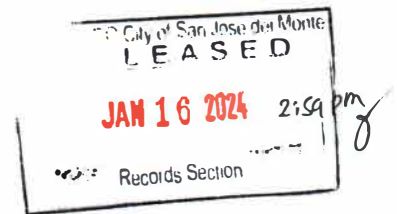




Republic of the Philippines  
Department of Education  
REGION III

**SCHOOLS DIVISION OFFICE OF SAN JOSE DEL MONTE**



**MEMORANDUM**

**OSDS-OSDS-2024-003**

To : Assistant Schools Division Superintendent  
Chief Education Supervisors  
Elementary and Secondary School Heads  
All Others Concerned

From : **Office of the Schools Division Superintendent**

Subject: **SPECIAL MEETING**

Date : 16 January 2024

Please be informed that there will be a Special Meeting on January 18, 2023, 9:00 AM at the Gumamela Hall, City Convention Center.

The following agenda will be discussed:

- a. Transition Report per Functional Division
- b. OPCRF Accomplishments for SY 2023
- c. Reassignment of Education Leaders
- d. Other Matters

Participants in this meeting are the 1 SDS, 1 OIC-ASDS, 2 Chiefs, 2 AO V, 1 Accountant, 1 Legal Officer, 1 ITO, 11 EPSs, 8 PSDS, 4 SEPS, 1 Planning Officer, 1 Engineer, 3 EPS-IIIs, 4 PDOs (2 SGOD, 2 CID), 1 Medical Officer, 2 Dentists, 3 Nurses, 4 AO IVs, 57 public elementary and secondary school heads, 5 CSANPRISAA officers, 7 select staff and 85 attendees from the SDO San Jose City, Nueva Ecija with a total of at least 210.

All expenses to be used in this meeting can be charged against MOOE fund subject to usual auditing rules and regulations.

For information, guidance and compliance.

**ERICSON S. SABACAN, EdD, CESO V**  
Schools Division Superintendent

osds/ess\_mancom\_meeting  
001/January 16, 2024

**“MATATAG: Bansang Makabata, Batang Makabansa”**



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