



Republic of the Philippines  
**Department of Education**

REGION XII  
SCHOOLS DIVISION OF SOUTH COTABATO

**Office of the Schools Division  
Superintendent**

**26 Mar 2024**

DIVISION MEMORANDUM  
CID No. **082** s. 2024

**FINAL MEETING OF TWG OF READ-A-THON (ENGLISH)  
ON 2024 DIVISION FESTIVAL OF TALENTS (DFOT)**

To: Public Schools District Supervisors/Principals In-Charge  
Public Elementary and Secondary School Heads  
Reading Coordinators  
All Others Concerned

1. In line with the Division Memorandum CID-059 s. 2024 dated March 11, 2024 re: Conduct of 2024 Division Festival of Talents at Banga National High School, Banga, South Cotabato in partnership with its Local Government Unit (LGU) on April 4-6, 2024, members of Technical Working Group (TWG) of Read-a-thon (English) shall have a final meeting at the Division Conference Hall on March 27, 2024, 9:00 a.m.

2. The activity is aimed to:

- a. prepare necessary materials and documents for the conduct of the contest; and
- b. lay down the necessary rules for the conduct of the contest.

3. The following are the identified participants for the activity:

<b>NAME</b>	<b>SCHOOL</b>	<b>DISTRICT</b>
JOANE U. JAVIER	LR Morandante IS	Polomolok 4
ROWENA JOVERO	Lugan CES	Tboli 2
NORIE LOU MAGNO	Dole Cannery CES	Polomolok 3
LUCELE P. CORDERO	Simsiman IS	Norala 2
JHUNREE M. DESCARTIN	Pagalungan ES	Polomolok 2
IAN CEASAR B. SIPE	Lamsogod ES	Surallah 2
MA. ELLEN L LAMSEN	Sto Nino CES	Sto. Nino
ANNALYN M. TEJADA	Lamsogod ES	Surallah 2
ELVIE ROMERO	San Vicente ES	Banga 3
GERALDINE T. HINALAO	Lamcaliaf IS	Polomolok 2
SHALIMAR ARCEO	Purok Reyes CES	Banga 2
MARILIL S.ORTIZ	Tupi CES	Tupi 1
RAFFY G. HERRERA	Panay NHS	Sto. Nino
ELLEN MAE H BONILLA	Lamian NHS	Surallah 2



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BENJIE M. TEJADA	Lambangan IS	Tboli 1
REYMOND P AMOYAN	Sto Nino NHS	Sto Nino
MAYLENE S. ORENCIO	Tupi NHS	Tupi 1
JUBERTO E. JUMANTOC	CID	SDOSC

4. Since the activity falls on a school day, concerned schools are enjoined to adopt measures to ensure that NO classes of teacher-participants are left unattended. Schools are encouraged to follow schemes such as the distribution of learners to different sections, assigning other teachers or the school head to handle classes, or other strategies most applicable and beneficial to the learners. School heads should closely monitor the implementation of these measures and make sure that classes are not disrupted.

5. For services rendered on Holidays, Saturdays, and Sundays, all non teaching personnel concerned are entitled to Compensatory Time Off (CTO) per Civil Service and DBM Joint Circular No. 2, s. 2004 on Non-Monetary Remuneration for Overtime Service Rendered.

6. Expenses such as meals and snacks allowance, transportation, and other incidental expenses incurred by the participants relative to and during the conduct of the activity shall be charged to local funds (LGU/PTA) and School/Division MOOE subject to the usual accounting and auditing rules and regulations.

7. Immediate dissemination of this memorandum is desired.

  
**LEONARDO M. BALALA, CESO V**  
Schools Division Superintendent

Encl.: None

Reference: As stated

To be indicated in the Perpetual Index  
under the following subjects:

CURRICULUM

LEARNERS

ZVC/DM- final meeting of TWG -Read-a-thon (English) on the conduct of 2024  
division festival of talents

0000/March 26, 2024



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