



Republic of the Philippines
Department of Education
 REGION III – CENTRAL LUZON
 SCHOOL DIVISION OF SAN JOSE DEL MONTE CITY
 KAYPIAN ELEMENTARY SCHOOL
 BARANGAY KAYPIAN, SAN JOSE DEL MONTE CITY

August 31, 2023

SCHOOL MEMORANDUM

No. 051 s. 2023

To: School Governance Council
 School Parent-Teachers Association
 Master Teachers
 Grade Leaders
 Advisers

**CONDUCT OF AN ONLINE GENERAL ASSEMBLY AND PARENTS' ORIENTATION
 FOR THE SCHOOL YEAR 2023 - 2024**

1. This office announces the conduct of an Online General Assembly and Parents' Orientation for the School Year 2023 – 2024 on September 01, 2023 at 9:00 AM Via Microsoft Teams
2. This activity aims to disseminate the following;

| ACTIVITIES | DISCUSSANT |
|--|---|
| a. School Accomplishment | - Dianalyn A. Palaganas PhD Principal III |
| b. SPTA Accomplishment | - Wiggy Kylie DC. Roño SPTA President |
| c. Orientation of Parents 1. Wearing of School uniform 2. Grading System 3. Punctuality of learners 4. Attendance of the Learners 5. No collection policy 6. Appropriate attire of the parents inside the campus 7. No parents and outsiders in the campus 8. Inspect the bags of the learners before going and arrival from school 9. Supervise them at home, reading and numeracy | <div style="display: flex; align-items: center; justify-content: center;"> <div style="font-size: 3em; margin-right: 10px;">}</div> <div style="text-align: center;"> <p>Erly Joy N. Flores Master Teacher II</p> </div> </div> <div style="display: flex; align-items: center; justify-content: center; margin-top: 10px;"> <div style="font-size: 3em; margin-right: 10px;">}</div> <div style="text-align: center;"> <p>Sammy Lyn Debelen Alvarez SGC Representative</p> </div> </div> |
| d. Presentation of Teachers | Video Presentation |
| e. School Programs and Projects 1. Project BASA 2. Project Collab | - Focal Person Everlita D. Numpigwid Lovely Anne B. Unquida |
| f. Other Matters | |





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3. For information dissemination and compliance.


DIANALYN A. PALAGANAS PhD
Principal III



SECUREd KaypESians
Strenghtening and **E**nsuring
Commitment of the **U**nified and
Resilient Stakeholders in Achieving Quality **E**ducation



Kaypian Elementary School

School ID: 107157

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