



Republic of the Philippines  
**Department of Education**  
REGION I  
**PANGASINAN DIVISION II**

Division Memorandum

No. 135 s. 2023

TO: Assistant Schools Division Superintendent (6<sup>th</sup> District)  
Chief Education Supervisor (CID)  
Chief Education Supervisor (SGOD)  
Education Program Supervisors  
Public Schools District Supervisors (6<sup>th</sup> District)  
Senior Education Program Specialist (HRD)  
Heads of Public Elementary & Secondary Schools (6<sup>th</sup> District)

FROM: LORNA G. BUGAYONG, PhD, CESO V  
Schools Division Superintendent

SUBJECT: Schedule of the School Heads Learning Exchange (SHLE) for the Fiscal Year 2023 in the 6<sup>th</sup> Congressional District

DATE: March 28, 2023

1. Hereunder are the dates of the conduct of the SHLE in the 6<sup>th</sup> Congressional District, this Division, for the Fiscal Year 2023:

April 21, 2023  
June 23, 2023  
August 25, 2023  
October 27, 2023  
December 22, 2023

2. The topics to be presented/discussed with simulation activities shall be addressing the gaps/challenges/needs of all or majority of the elementary and secondary schools within the District/Municipality. Further, a request for permission of the conduct of each SHLE, with program of activities, shall be sought from the Division Office by the proponent/s to be recommended by the Public Schools District Supervisors and the Assistant Schools Division Superintendent concerned to be approved by the Schools Division Superintendent.

3. A narrative report using legal size coupon bonds placed in a long white or brown folder shall be submitted at the ASDS (6<sup>th</sup> District) Office one (1) week after the conduct of each SHLE.

4. Expenses that will be incurred in the conduct and participation in the said activity may be charged to the school MOOE and/or local funds subject to the usual accounting and auditing rules and guidelines.

5. For information, guidance, and compliance.

APPROVED FOR TRANSMISSION:  
  
ARVIN R. PURISIMA  
ADMINISTRATIVE OFFICER V

  
LORNA G. BUGAYONG, PhD, CESO V  
School Division Superintendent