

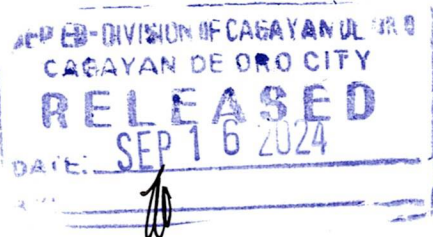


Republic of the Philippines  
Department of Education

**REGION X**

**DIVISION OF CAGAYAN DE ORO CITY**

**Office of the Schools Division Superintendent**



13 September 2024

DIVISION MEMORANDUM  
No. 687 s.2024

**LSB STAFF MEETING**

TO: Public Elementary and Secondary School Heads  
LSB Personnel  
All Others Concerned  
This Division

1. In reference to Office Order No. 09-2024, all Local School Board (LSB) Personnel are mandated to attend the LSB Staff Meeting on September 20, 2024, 8:30 AM at the City Tourism Hall, City Hall Compound, Cagayan de Oro City.
2. Requesting all school principals to attend to this activity. This is related to the preparation and submission of payroll for timely processing.
3. In adherence to Equal Opportunity Principle (EOP), inclusive and fair treatment regardless of age, gender and sexual orientation, disability, religion, and ethnicity.
5. For wide dissemination.

**ROY ANGELO E. GAZO**  
Schools Division Superintendent



**Address:** Fr. William F. Masterson Ave., Upper Balulang, Cagayan de Oro City  
**Mobile No:** +63 975 6403 226 (Globe) | +63 951 1710 902 (Smart)  
**Email Address:** cagayandeoro.city@deped.gov.ph



Republic of the Philippines  
Department of Education

**REGION X**

**DIVISION OF CAGAYAN DE ORO CITY**

**Office of the Schools Division Superintendent**

Encl.: As stated  
To be indicated in the Perpetual Index  
under the following subjects:

**LSB STAFF MEETING**

APAR/ DM-LSB  
September 12, 2024



**Address:** Fr. William F. Masterson Ave., Upper Balulang, Cagayan de Oro City  
**Mobile No:** +63 975 6403 226 (Globe) | +63 951 1710 902 (Smart)  
**Email Address:** cagayandero.city@deped.gov.ph



Republic of the Philippines  
City of Cagayan de Oro  
**Local School Board**



5 September 2024

**ROY ANGELO E. GAZO, PhD, CESO V**  
Schools Division Superintendent  
DepED, Division of Cagayan de Oro City

DepEd  
CAGAYAN DE ORO CITY DIVISION  
Received by:   
Date: **SEP 10 2024**  
Time: **9:47**

Dear **SDS Gazo**,

A pleasant day to you!

In reference to Office Order No. 09-2024, all Local School Board (LSB) Personnel are mandated to attend the **LSB Staff Meeting on September 20, 2024 8:30 am** at the City Tourism Hall, City Hall Compound, Cagayan de Oro City.

With that, we are respectfully requesting for your office to inform the Principals of this activity as well. Their presence will be greatly appreciated as matters related to the preparation and submission of payroll for timely processing will be discussed.

Should you have any questions or clarifications, please do not hesitate to coordinate with Leona Jean de la Rita – Administrative Assistant II, Local School Board at 0945 205 8119 or send an email to [educfocal.cdolsb@gmail.com](mailto:educfocal.cdolsb@gmail.com).

Thank you very much.

Very truly yours,

**Alicia E. Anghay, PhD**  
Focal Person for Education  
Local School Board



**LOCAL SCHOOL BOARD**  
2F J.V. Serina Bldg. City Hall Compound  
Cagayan de Oro City  
Email: [educfocal.cdolsb@gmail.com](mailto:educfocal.cdolsb@gmail.com)  
Mobile: 0920 545 3764



Republic of the Philippines  
City of Cagayan de Oro  
**Local School Board**

cagayan  
de Oro  
city of golden friendship

OFFICE ORDER NO. 09 - 2024

TO : **ALL LOCAL SCHOOL BOARD (LSB)  
PERSONNEL**

SUBJECT : **LSB STAFF MEETING**

DATE : **September 3, 2024**

With regards to the preparation and submission of payroll for timely processing, you are hereby mandated to attend the **LSB Staff Meeting** on **September 20, 2024 8:30 am** at the **City Tourism Hall, City Hall Compound, Cagayan de Oro City**.

Be guided accordingly.

  
**ZENNIA A. LAGO**  
Board Secretary I  
Local School Board



**LOCAL SCHOOL BOARD**  
2F J.V. Scriba Bldg. City Hall Compound  
Cagayan de Oro City  
Email: [educfocal.cdolsh@gmail.com](mailto:educfocal.cdolsh@gmail.com)  
Mobile: 0920 545 3764