



July 8, 2019

**DIVISION MEMORANDUM
NO. 206, S. 2019**

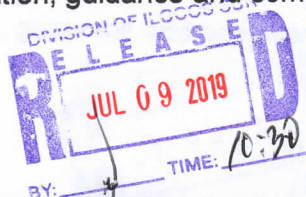
**CORRIGENDUM TO DIVISION MEMORANDUM NO. 169, S. 2019
RE: SUBMISSION OF SCHOOL INDICATIVE CALENDAR OF ACTIVITIES
SY 2019-2020**

To: OIC-Assistant School Division Superintendent
Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
School Heads, Public Elementary and Secondary Schools
All Others Concerned

1. In connection to Division Memorandum No. 169 re: Submission of School Indicative Calendar of Activities SY 2019-2020, the provision in Item No. 5, is hereby corrected as follows:

- 1.1. Approved School Calendars shall primarily serve as records of proposed programs, projects and activities (PPAs) and be used as guide in scheduling and monitoring school activities.
- 1.2. All PPAs with legal bases such as regular classes, PPAs included in the School Calendar SY 2019-2020, PPAs with implementing rules and regulations issued by the Department of Education shall be automatically conducted without altering their respective given provisions.
- 1.3. A letter request shall be written addressed to the Schools Division Superintendent for the review, approval, and conduct of PPAs which are:
 - 1.3.1. School-initiated;
 - 1.3.2. Conducted in partnership with stakeholders;
 - 1.3.3. Off-campus and outside regular class days/hours;
 - 1.3.4. Utilizing school funds such GAD, INSET, REAPs, and others;
- 1.4. The letter request shall be submitted along with supporting documents which may include but are not limited to the following:
 - 1.4.1. Project Proposal
 - 1.4.2. Work and Financial Plan
 - 1.4.3. SIP/AIP
 - 1.4.4. APP/PPMP
 - 1.4.5. Training Matrix/Program of Activities
 - 1.4.6. GAD Plan and Budget (for GAP PPAs only)
 - 1.4.7. Database printout or any other documents to justify the conduct of the PPA

2. For information, guidance and compliance.



GEMMA Q. TACUYCUI, CESO V
Schools Division Superintendent

To be indicated in the perpetual index under the following subject:
School Indicative Calendar of Activities

School-based Activities

School Calendar SY 2019-2020

