



Republika ng Pilipinas
 (Republic of the Philippines)
KAGAWARAN NG EDUKASYON
 (DEPARTMENT OF EDUCATION)
PAMBANSANG PUNONG REHIYON
 (NATIONAL CAPITAL REGION)

Daang Misamis, Bago Bantay, Lungsod Quezon
 (Misamis St., Bago Bantay, Quezon City)

Department of Education
 National Capital Region
 RECORDS AND PUBLICATION UNIT

RUSH 6

MEMORANDUM

To : **SCHOOLS DIVISION SUPERINTENDENTS
 PUBLIC SCHOOL HEADS**

By: _____
 Date: MAY 29 2014 Time: 11

From : **PONCIANO A. MENGUITO**
 Schools Division Superintendent
 Office in-Charge, Office of the Assistant Regional Director

LUZ S. ALMEDA
 Director IV

Date : May 28, 2014

Subject : *Attendance of Teachers During the Opening of Classes*

RELEASED

DIVISION OF CITY SCHOOLS
RECEIVED
 By: _____
 Date: 30 MAY 2014
 Time: 1:00 PM
 MANDALUYONG

1. In relation to the opening of classes for SY 2014-2015 on June 2, 2014, you are advised to enjoin all teachers to attend the flag raising ceremony on the said date except those whose religion exempt them from attendance.
2. The flag raising ceremony is an opportune time to introduce the teachers, school personnel, division office personnel, and local officials to the school children and attending parents.
3. Short and important reminders on policies affecting school children can also be discussed.
4. Other provisions for the opening of classes that will supplement your preparation like schedule of classes, modules, and other enrichment activities should be in place.
5. The afternoon shift teachers can be assigned to assist the morning shift teachers in handling the school children during the flag raising ceremony.
6. It may also be a chance for the School Heads to meet the afternoon shift teachers to address concerns that may occur in the morning to avoid recurrence at the start of the afternoon shift.
7. For immediate dissemination.

cc: *U*Sec. Rizalino D. Rivera
*A*Sec. Tonisito M.C. Umali

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