



Republic of the Philippines
Department of Education
Region III
SCHOOLS DIVISION OF BULACAN

July 19, 2022

To: Assistant Schools Division Superintendents
CID and SGOD Chiefs
Heads of Private Schools
All Others Concerned

1. Please be informed that there will be a meeting of all school heads of private schools at on July 29, 2022, at 8:30AM via online, meeting link will be provided before the said meeting.
2. The meeting aims to:
 - Discuss issuances on opening of classes for SY 2022 - 2023
 - Other matters
3. It is expected that all participants observe the following Netiquettes.
Before Meeting
 - a. Observe good grooming and dress appropriately during virtual conference meeting.
 - b. Observe the actual virtual time. Participants should attend the virtual conference at least Five (5) minutes before the scheduled online meeting to ensure efficient connectivity and audio/video set-up.
 - c. Choose an appropriate meeting area which is free from background distractions and disruptions. If possible, try to isolate yourself and set up a desk with a notebook and pen ready.
During Meeting
 - a. Mute microphones during the presentation of agenda. During the Open Forum, you may send a message at the chat pane and should wait for the moderator to read the message to be addressed/answered.
 - b. Give your full attention to the online meeting. Eating and other unnecessary actions should be avoided. Focusing on the screen is a good way to show the presenters that you are attentive. Avoid side conversations with others via other means of communication.
 - c. Participate fully by being actively engaged in the online meeting by listening to the one speaking, sharing your thoughts and ideas when needed and taking down important notes.
4. It is expected that all participants observe the minimum health standard protocols in compliance to Omnibus Guidelines on the Implementation of Community Quarantine in the



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Philippines for the Management of Emerging Infectious Disease as pre-emptive interventions to combat COVID 19.

5. Immediate and wide dissemination of this letter is desired.

Very truly yours


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Schools Division Superintendent

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No. 054 , s. 2022



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