



Republic of the Philippines  
**Department of Education**  
REGION XI  
SCHOOLS DIVISION OF PANABO CITY

**Office of the Schools Division Superintendent**

**DIVISION MEMORANDUM**

CID-2025-0015

To : Assistant Schools Division Superintendent  
Chief of Curriculum Implementation Division (CID)  
Chief of School Governance & Operations Division (SGOD)  
Education Program Supervisor, MAPEH  
Principal IV, Southern Davao National High School  
Principal III, Panabo City National High School  
Jeremie F. Balagosa, MT-I, Southern Davao National High School  
Marivic O. Arro, MT-III, Panabo City National High School

Subject : **MASS DEMONSTRATION FOR PCAA MEET 2025**

Date : January 08, 2025

In line with the upcoming **Panabo City Athletic Association (PCAA) Meet 2025**, scheduled on **January 22-24, 2025**, at the **Panabo City Multi-purpose, Tourism, Cultural and Sports Center**, a mass demonstration will be performed as part of the opening program.

To ensure the success of this activity, this memorandum is hereby issued with the following arrangements:

**1. Participating Students.**

- Southern Davao National High School and Panabo City National High School shall send **40 student performers each** for the mass demonstration.
- The students must undergo proper training and rehearsals to ensure a seamless presentation from 2:00pm to 5:00pm daily, and whole day on Saturdays and Sundays.
- Students shall be excused from their respective classes and shall be given special considerations on written and performance tasks, projects and examinations, if they missed any.
- Participation of students shall be graded as performance task, particularly in MAPEH, and across all learning areas.

**2. Persons In-Charge.**

- Master Teacher Jeremie F. Balagosa (Southern Davao National High School) and Master Teacher Marivic O. Arro (Panabo City National High School) shall oversee the preparation and performance of their respective schools.
- They shall coordinate with each other to align the choreography and other presentation details.

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- They are also entitled to claim service credits on rehearsals that falls on holidays, Saturdays and Sundays, along with other teachers that they will tap as members of the production team.

**3. Rehearsal.**

- Joint rehearsals between the two schools must be scheduled to ensure uniformity and synchronization.
- Schedule and venue will be finalized in coordination with the Production Team and Division Focal, Ramil Jacky P. Firman.

**4. Costumes and Props.**

- Both schools are encouraged to design costumes and props that are culturally significant and aligned with the theme of the PCAA Meet.
- Budgetary requirements for costumes and props and all other necessary expenses such as travel and meals, shall be sourced from the respective schools' MOOE or other approved funding sources, all subject to the usual accounting and auditing rules and regulations.

**5. Health and Safety Protocols.**

- Ensure the students' safety and well-being during practices and the actual performance.
- Observe proper hydration, rest periods, and medical preparedness during all activities.
- Secure parental consent duly signed by the parents/guardians prior to rehearsals and actual performance.

**6. Reporting and Updates.**

- Both Master Teachers must submit a progress report and updates to the Schools Division Office through Education Program Supervisor for MAPEH by January 18, 2025.
- A post-event report, including highlights and feedback, shall be submitted no later than January 29, 2025.

Your utmost cooperation and commitment to the success of this significant event are highly appreciated.

Dissemination of this memorandum is desired.

  
**JINKY B. FIRMAN PhD, CESO VI**  
Schools Division Superintendent

**RELEASED**

**JAN 08 2025** doc://CID/JEY/IOAJr.



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