



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF EDUCATION
 NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE – MARIKINA CITY

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July 25, 2018

DIVISION OF CITY SCHOOLS
 MARIKINA

RELEASED
 JUL 26 2018
 RECORDS UNIT *J.S.T.*

MEMORANDUM TO:

Chief, Education Supervisor, CID and SGOD
 Elementary and Secondary School Principals
 Officers-In-Charge
 Public Schools Only

DIVISION MEETING OF SCHOOL LEARNING RESOURCE TEAM

The SDO-Marikina City will have a Division Meeting of School Learning Resource Team on July 30 and 31, 2018 with the following agenda:

- Submission of Accomplishment Report SY 2017-2018 (in soft copy)
- Update of School Learning Resource Center (3-minute presentation per school)
- Assignment of Schools in Regional Monitoring
- Digitalized Learning Materials
- Other Matters

Please note on the scheduled date and time of the meeting including the venue below:

PARTICIPANTS	VENUE	DATE	TIME
District I – Elementary	Malanday Elementary School (SBM Room, Ground Floor)	July 30, 2018	9:00am-12:00noon
District I – Secondary	Malanday National High School	July 30, 2018	1:30pm-4:30pm
District II – Elementary	Concepcion Elementary School	July 31, 2018	9:00am-12:00noon
District II – Secondary	Marikina High School	July 31, 2018	1:30pm-4:30pm

Participants in this activity shall include the School LR Coordinator, ICT Coordinator, Teacher-Librarian and Library Assistant. The School LR Team are requested to bring laptop, extension cords, internet connectivity and data of learning resources. School Heads/OICs are advised to send representatives for the Teacher whose teaching schedule will be affected to avoid disruption of classes

The following are expected to attend the said activity and expected to be at the venue one hour before the scheduled time:

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|-------------------------------------|--------------------------------|
| 1. MS. IVY CONEY GAMATERO | - Education Program Supervisor |
| 2. MS. CATHERINE PANINGBATAN | - Division Librarian |
| 3. MR. MARVIN MAGLALANG | - Project Development Officer |
| 4. MS. JONA JASA | - Division LRM Staff |

Immediate and wide dissemination of this Memorandum is desired.

For:

SHERYLL T. GAYOLA
 Officer-In-Charge

Office of the Schools Division Superintendent

By:

ELISA O. CERVEZA
ELISA O. CERVEZA

Chief Education Supervisor, CID

OIC- Office of the Schools Division Superintendent