



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

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September 28, 2018

MEMORANDUM TO:

Chief Education Supervisors, CID and SGOD
 Elementary and Secondary School Principals
 Officers-in-Charge
 Public Schools

DIVISION OF CITY SCHOOLS
 MARIKINA

RELEASED
 OCT 01 2018
 RECORDS UNIT 9:45

SKILLS ENHANCEMENT OF SCHOOL LR TEAM

The SDO-Marikina City will conduct Skills Enhancement of School LR Team. This undertaking aims to capacitate the school LR Team in ICT Skills and develop ICT-abled learning resources.

Participants in this activity shall include the LR Coordinator, ICT Coordinators, School/Teacher-Librarian and Library Assistant. See schedules below.

DATE	TIME	PARTICIPANTS	VENUE
October 12, 2018	8:00-5:00pm	32 ICT Coordinators	Marikina High School
October 19, 2018	8:00-5:00pm	32 LR Coordinators	
October 26, 2018	8:00-5:00pm	32 Teacher-Librarian	
October 31, 2018	8:00-5:00pm	32 Library Assistants <i>Note: Schools with no library assistant shall send teacher and must have knowledge on illustration or graphic designing.</i>	

Participants are advised to bring their laptops, extension cords and pocket wifi. School heads are advised to make necessary arrangement on the schedules of the concerned teachers to avoid disruption of school activities.

The following are also expected to attend the said activities:

MS. IVY CONEY A. GAMATERO	Education Program Supervisor
MR. MARVIN MAGLALANG	Project Development Officer
MS. CATHERINE PANINGBATAN	Librarian II
MS. MONA DELA CRUZ	Resource Speaker
MS. JADE BUFETE	Resource Speaker


Immediate and wide dissemination of this Memorandum is desired.

For:

SHERYLL T. GAYOLA

Officer-In-Charge
 Office of the Schools Division Superintendent

By:


CEASAR AUGUSTOS E. CEBUJANO
 Division Legal Officer

OIC, Office of the Schools Division Superintendent