



REPUBLIC OF THE PHILIPPINES  
**DEPARTMENT OF EDUCATION**  
NATIONAL CAPITAL REGION  
**SCHOOLS DIVISION OFFICE – MARIKINA CITY**  
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JAN 12 2021

**MEMORANDUM TO:**

OIC, Office of the Asst. Schools Division Superintendent  
Chief Education Supervisors, CID and SGOD  
Elementary and Secondary School Principals  
Officers – in – Charge  
Public Schools


**MEETING OF ALL ESP COORDINATORS OF SDO – MARIKINA CITY**

Please be informed that there will be a **meeting of all EsP Coordinators of SDO – Marikina City on January 14, 2021, 1:00 p.m.** via google meet.

Agenda:

1. Budget of Work
2. Grading System
3. 1<sup>st</sup> Quarter MELC Implementation
4. Other Matters

Immediate and wide dissemination of this Memorandum is desired.

  
**SHERYLL T. GAYOLA**  
Asst. Schools Division Superintendent  
Officer-in-Charge  
Office of the Schools Division Superintendent