MEMORANDUM TO:

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

MEETING OF ALL ELEMENTARY AND SECONDARY SCHOOLS ENGLISH COORDINATORS AND HEAD TEACHERS

October 28, 2019

Please be informed that there will be an emergency meeting of all Elementary and Secondary Schools English Coordinators and Head Teachers on October 30, 2019, 1:00 p.m. at the AVR of Jesus dela Peña National High School.

Agenda:
1. English month celebration
2. National Reading Day
3. Other matters

School heads are advised to make necessary arrangements on the schedules of the concerned teachers to avoid disruption of school activities.

Immediate and wide dissemination of this Memorandum is desired.

SHERYLL T. GAYOLA
Education Program Supervisor
Officer-in-Charge
Office of the Schools Division Superintendent