



Republic of the Philippines  
**DEPARTMENT OF EDUCATION**  
Region VII, Central Visayas  
**SCHOOLS DIVISION OF NEGROS ORIENTAL**  
Capitol Area, Dumaguete City

**DIVISION MEMORANDUM**

No. 557 s. 2017

**TO: Assistant Schools Division Superintendents  
CID and SGOD Chiefs  
Division Education Program Supervisors/Coordinators  
Public Schools District Supervisors/District-In-Charge  
Elementary and Secondary School Administrators  
Others Concerned**

**DATE: October 6, 2017**

**SUBJECT: DIVISION CONFERENCE-WORKSHOP TO ALL DISTRICT SUBJECT  
SPECIALISTS/COORDINATORS in ELEMENTARY & SECONDARY  
ENGLISH & FILIPINO**

1. There will be a Division Conference to all the Elementary and Secondary District Subject Specialists in English & Filipino/District English & Filipino Coordinators at 8:30 A.M. on October 11, 2017 in the Division Conference Room.
2. The objectives of this conference include the following:
  - 2.1 Discuss issues and concerns on the Congressional Language Arts Show;
  - 2.2 Prepare an action plan for the Division Language Arts Show;
  - 2.3 Identify concerns and topics for the semestral INSET; and
  - 2.4 Other Matters.
3. Participants are expected to bring the following:
  - Consolidated 1<sup>st</sup> quarter ORV and Pre-test Phil-IRI results for validation
  - Accomplishment report of the District and Congressional Language Arts Show
4. The morning snacks and lunch shall be charged against the Division HRTD funds while travel and other related expenses of the participants are charged to School MOOE subject to the usual accounting rules and regulations.
5. This serves as an **Authority to Travel**.
6. Immediate dissemination of this Memorandum is desired.

For the Schools Division Superintendent:

**ERLINDA N. CALUMPANG, ED.D.**  
Chief, Curriculum Implementation Division

10/6/17

15 OCT 2017

8