



July 31, 2017

UNNUMBERED MEMORANDUM

**TO: Assistant Schools Division Superintendent
CID and SGOD Chiefs
Division education Program Supervisors
District Supervisors/District In- Charge
Elementary School Administrators**

**SUBJECT: PREPARATION OF SESSION GUIDES AND POWERPOINT PRESENTATION FOR
MULTIGRADE TRAINING**

1. A One- Day Finalization of Session Guides and Powerpoint Presentation for Multigrade Training will be conducted on August 17, 2017 at Plaza Maria Luisa Suites Inn, Dumaguete City.
2. The following teachers, school heads and Division Education Program Supervisor are directed to attend the said activity and bring laptop, extension wire, for the preparation of the powerpoint presentation.

a. Katherine Y. Sedillo	Division Office
b. Ms. Melba Real	Sibulan District
c. Ms. Elvira Diones	Sibulan District
d. Ms. Rosalea Dagoy	Valencia District
e. Mr. Aldrin Yaeso	San Jose District
f. Ms. Agnes Almagro	Siaton District
g. Ms. Susan Austero	Bacong District
h. Rhea Lynn M. Garcia	Manjuyod 1 District
i. Myleen C. Sedillo	Amlan District
j. Christie Mae C. Deguit	Ayungon District
k. Cleofe B. Baron	Sta Catalina District
l. Lyndon Lacanglacang	Canlaon District
m. Jhonas Abondiente	Canlaon District
n. Beberly A. Maquiling	San Jose District

3. Transportation relative to this activity are chargeable against school MOOE while meals and snacks are chargeable against Multi-grade Funds subject to the usual accounting and auditing rules and regulations.

4. This serves as **TRAVEL ORDER**.

5. For immediate dissemination.


SALUSTIANO T. JIMENEZ, CESO VI

OIC- Office of the ARD

Concurrent OIC-Schools Division Superintendent

Office In- Charge
7/31/17

2017