



September 3, 2015

TO: **All SPED Administrators**

**NOTICE OF MEETING**

Please be informed that there will be a meeting of all SPED Coordinators on Friday, September 4, 2015 at the Division ALS Office, Trece Martires City Cavite at 8:00 A.M – 12:00 PM.

Agenda:

1. SPED Work Financial Plan 2015.
2. SPED Festival of Talents.
3. SPED Olympics.
4. Orientation of new SPED teachers/receiving teachers.
5. SPED DOP.
6. Plan for Division Seminar Workshop on Individual Educational Plan.
7. Other related matter.

Your attendance to the above – mentioned meeting is a must.

  
**CHERRYLOU D. DE MESA**  
OIC, Schools Division Superintendent 

