



Republic of the Philippines
Department of Education
Region IV-A (CALABARZON)
DIVISION OF CAVITE
Trece Martires City



17 October 2016

TO: Assistant Schools Division Superintendent
OIC, Office of the Assistant Schools Division Superintendent
Chief, CID and SGOD
Education Program / District Supervisors
Public Elementary Schools Heads
ESP Elementary Key Administrators

NOTICE OF MEETING

Please be informed that there will be an urgent meeting of ESP Elementary Key Administrators on October 20, 2016, Thursday, 9:00 a.m. to 12:00 p.m. at Malainen Bago Elementary School under Mrs. Lolita C. Romen.

Agenda:

1. Preparation for the Semestral Break Training Writeshop to be held at Indang Central Elementary School
2. Preparation for the Division Festival of Talents to be held at Naic Central Elementary School

Attendance of the 19 Key Administrators is a must.

for *2016 agenda*
CHERRYLOU D. DE MESA
OIC, Schools Division Superintendent
gadm