

Department of Education Region IV-A (CALABARZON) **Division of Cavite**

Trece Martires City, Cavite



NOTICE OF MEETING NO.

To:

Assistant Schools Division Superintendent

OIC, Office of the Assistant Schools Division Superintendent

Chiefs, CID and SGOD

Education Program Supervisors Public Schools District Supervisors

Elementary and Secondary School Heads

Campus Journalism Key Secondary Teachers/ Head Teachers

Campus Journalism Key Administrators

School Paper Advisers

All Concerned

FROM:

ROMMEL C. BAUTISTA, CESO

Schools Division Superintendent

SUBJECT:

MEETING FOR THE LEARNING RESOURCES AND MANAGEMENT

SECTION (LRMS) KEY ADMINISTRATORS OF 18 MUNICIPALITIES

DATE:

November 28, 2019

Please be informed that there will be a Coordination Meeting to be attended by the LRMS Key Administrators from the 18 municipalities in the Division of Cavite on November 29, 2019 (Friday), 1:00 PM to 5:00 PM at Bagong Pook Elementary School, Trece Martires City.

The following agenda are to be discussed:

- 1. Conduct of the First Reading Exhibit
- 2. Holding of the 2019 Division of Cavite Learning Resources Expo
- 3. Other Arising Concerns in I-LIKHA

Transportation expenses of the attendees to this meeting can be charged to the MOOE, canteen funds and/or other local funds.

The attendees to this Coordination Meeting is highly expected.