



Republic of the Philippines
Department of Education
Region V (Bicol)
DIVISION OF CATANDUANES
Virac, Catanduanes



September 8, 2014

MEMORANDUM

TO: Secondary School Heads

Please be informed that there will be a Conference of Grade 7 English Teachers on **September 11, 2014 at 8:00 a.m.** at the Division Office Conference Hall C. Each secondary school shall send one (1) grade 7 English teacher only. The Office expects 42 English teacher-participants representing all the secondary schools in the division. They are advised to bring curriculum guides, prototype lesson plans, references and textbooks for grade 7.

The agenda follows ;

1. Reviewing Grade 7 competencies in the curriculum guides.
2. Preparation and writing of LPs or TGs for the 3rd and 4th quarters.

Travel and other incidental expenses shall be charged to the schools MOOE subject to the usual accounting and auditing rules and procedures.

For immediate dissemination and compliance.


JOSE L. DONCILLO, CESO VI
Schools Division Superintendent 