



Republic of the Philippines
DEPARTMENT OF EDUCATION
 Region 02, Cagayan Valley
SCHOOLS DIVISION OFFICE OF NUEVA VIZCAYA



DIVISION MEMORANDUM

No. 46, 2019

To: Public Schools District Supervisors
 Principals II In-charge of the Districts
 Public Elementary and Secondary School Heads

From:  **FLORDELIZA C. GECOBÉ, Ph.D. CESO VI**
 OIC-Schools Division Superintendent

Date: March 1, 2019  

Subject: **PUBLIC DISTRICT/SCHOOL MATH COORDINATORS' 1ST QUARTERLY CONFERENCE**

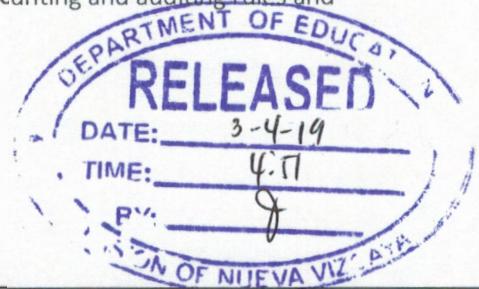
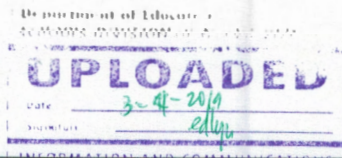
1. This is to inform the concerned coordinators for the conduct of the 1st quarterly conference of School /District Math Coordinators as follows :

Date	Level	Venue	Coordinator
March 12, 2019	Secondary	Quezon National High School	Kenneth Galasinao
March 19, 2019	Elementary	Kayapa West CS	Tonnette Palma

2. The required reports which will be posted in the group chat shall be sent through email to the in-charge until March 8, 2019 for consolidation and submit soft and hard copy in yellow expandable folder by the in charge to the EPS Math until March 12, 2019 .

- a. Elementary –Overseer : Jerry Lazarro
- b. Secondary – Virgilio Gragasin /Johnny Pagaduan

3. Laptop should be brought by all coordinators for presentation of the status of report collection and for annual report presentation.
4. The host coordinator shall make the necessary arrangement with the school head/ district supervisor and with the president of the association .
5. The memo shall serve as travel order of the participants. Travelling expenses can be charged to MOOE or other local funds subject to usual accounting and auditing rules and regulations .
6. For information and dissemination .



CIC/EPS/NNA03012019

Email: nuevavizcaya.depedro2@gmail.com
 Telefax: (078)392-0454
 Trunk lines: (078)392-0381, (078)392-0351, 09171589946

TECHNOLOGY UNIT

Website: www.deped-nv.com.ph
 Mailing Address: Quezon Street, Brgy. Don Domingo Maddela Bayombong, Nueva Vizcaya, 3700 Phils.

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