



July 1, 2016

Division Memorandum
No. 334 s. 2016

ONE-DAY CONFERENCE OF ALL DISTRICT PRESCHOOL COORDINATORS

To: Assistant Superintendents
Education Supervisors/Coordinators
District Supervisors/OICs
Elementary and Secondary School Heads

1. This Office announces the conduct of a **One-Day Conference of all District Preschool Coordinators (DPCs)** on **July 7, 2016** at **DepEd-Ecotech Center, Sudlon, Lahug, Cebu City**.
2. The agenda of the Conference are the following:
 - Discussion on the points taken up during the Regional Conference of all Division Kindergarten Coordinators
 - Discussion on the latest guidelines re: Kindergarten Curriculum
 - Identification of training needs of Kindergarten teachers
 - Different activities that will involve Kindergarten teachers and pupils
3. District Preschool Coordinators are directed to bring the following:
 - a. List of trained and untrained kindergarten teachers
 - b. Actual kindergarten enrolment (including those who will be 5 years old as of August 31, 2016. Pls refer to DO No. 47, s. 2016 for more information))
 - c. List of kindergarten teachers with accurate data as to their Educational Qualifications (Please use the attached sheet without leaving any space blank)
4. A registration fee of Php 400.00 (for payment of the venue, 2 snacks and lunch), participants' travelling and other incidental expenses that will be incurred during their participation to the said activity shall be chargeable against **local school MOOE/SEF/PTA funds**, subject to the usual auditing and accounting rules and regulations
5. This Memorandum shall serve as participants' Authority to Travel.
6. Immediate dissemination of and strict compliance with this Memorandum is directed.


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