



Republic of the Philippines  
Department of Education  
Region VII, Central Visayas  
**DIVISION OF CEBU PROVINCE**  
IPHO Building, Sudlon, Lahug, Cebu City



August 8, 2017

Division Memorandum  
No. 505, s. 2017

**QUARTERLY CONFERENCE OF ALL DISTRICT KINDERGARTEN  
COORDINATORS**

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

1. This Office announces the conduct of a **Quarterly Conference of All District Kindergarten Coordinators** on **August 14, 2017** at **Applied Nutrition Center, Banilad, Cebu City**.
2. Participants are requested to bring soft and hard copies (in excel format, 1 page per report) of the following reports, viz:
  - a. KF 1a and KF 1b (Pls refer to attached sheets)
  - b. KF 2a to KF 2c (Pls refer to attached sheets)
3. A registration fee of **Php 500.00** (for venue rental, 2 snacks and lunch) and travelling expenses shall be chargeable against **school MOOE/SEF funds**, subject to the usual auditing and accounting rules and regulations.
4. This Memorandum serves as **Authority to Travel**.
5. Immediate and wide dissemination of this Memorandum is directed.

  
**RHEA MAR A. ANGTUD, Ed. D., CESO VI**  
Schools Division Superintendent

Telephone Numbers:  
Schools Division Superintendent: (032) 255-6405  
Asst. Schools Division Superintendent: (032) 4147457  
Accounting Section: (032) 254-2632  
Disbursing Section: (032) 255-4401

Website : [www.depedcebuprovince.com](http://www.depedcebuprovince.com)  
E-mail Add : [depedcebuprovince@yahoo.com](mailto:depedcebuprovince@yahoo.com)

**KF1a – Enrolment**

Division: \_\_\_\_\_

Kindergarten Enrolment:      Male: \_\_\_\_\_ Female: \_\_\_\_\_ Total: \_\_\_\_\_

<b>ENROLMENT BY SCHOOL</b>			
<b>School</b>	<b>Boys</b>	<b>Girls</b>	<b>Total</b>

Prepared by:

\_\_\_\_\_

EPS- Kinder

**KF1b – Enrolment**

Division: \_\_\_\_\_

Kindergarten Enrolment:      Male: \_\_\_\_\_ Female: \_\_\_\_\_ Total: \_\_\_\_\_

<b>ENROLMENT BY SECTION</b>				
<b>School</b>	<b>Section</b>	<b>Male</b>	<b>Female</b>	<b>Total</b>

Prepared by:

\_\_\_\_\_

EPS- Kinder

**KF2a – Kindergarten Personnel/Teachers**

Division: \_\_\_\_\_

Name of Division Supervisor: \_\_\_\_\_

# of Districts: \_\_\_\_\_

DISTRICT	NAME OF DISTRICT SUPERVISOR	# OF SCHOOLS	# OF KINDERGARTEN CLASSES	CONTACT NUMBER	EMAIL ADDRESS

Prepared by:

\_\_\_\_\_

EPS- Kinder

**KF2b – Kindergarten Personnel/Teachers**

Division: \_\_\_\_\_

Name of Division Supervisor: \_\_\_\_\_

# of Districts: \_\_\_\_\_

DISTRICT	SCHOOLS	SECTION/S	NAME OF KINDER TEACHERS	CONTACT NUMBER	EMAIL ADDRESS
		1.	1.		
		2.	2.		
		3.	3.		

Prepared by:

\_\_\_\_\_

EPS- Kinder

**KF2c – Kindergarten Personnel/Teachers**

Division: \_\_\_\_\_

Name of Division Supervisor: \_\_\_\_\_

# of Districts: \_\_\_\_\_

<b>DISTRICT</b>	<b>SCHOOLS</b>	<b>SCHOOL HEAD</b>	<b>CONTACT NUMBER</b>	<b>EMAIL ADDRESS</b>

Prepared by:

\_\_\_\_\_

EPS- Kinder