



August 14, 2019

Division Memorandum  
No. 487 s. 2019

**THREE-DAY WRITESHOP ON DIVISION GAD-BASED CONTEXTUALIZED  
KINDERGARTEN BLOCKS OF TIME CUM WORKSHOP ON THE  
FINALIZATION OF TRANSITION SONGS**

To: Assistant Superintendents  
Chiefs, CID and SGOD  
Education Supervisors/Coordinators  
District Supervisors/OICs  
Elementary School Heads

1. The field is hereby informed of the **Three-Day Writeshop on Division GAD-Based Contextualized Kindergarten Blocks of Time Cum Workshop on the Finalization of Transition Songs on August 27 to 29, 2019 at Hidden Valley Resorts, Lamac, Pinamungajan, Cebu.**
2. Participants to this activity are the following, viz:
  - a. 57 District Kindergarten Coordinators (DKCs)/ Inclusive Education Coordinators;
  - b. 2 identified Kindergarten Teachers
3. Participants are hereby directed to bring **laptop, pocket wifi, extension wires, CD of the Blocks of Time and ukulele.**
4. Participants are expected to arrive at the venue on August 27, 2019 at 8:30 AM. First meal to be served is breakfast on August 27, 2019, while last meal is dinner on August 29, 2019. Training staff may check in on August 26, 2019 PM but no meals will be served yet.
5. Please refer to the attached Matrix for more information.
6. Expenses for meals, board and lodging of participants and Education Program Supervisor shall be chargeable against **Division GAD funds**, while travelling and other incidental expenses that may be incurred shall be charged against **school MOOE/SEF/PTA funds**, subject to the usual auditing and accounting rules and regulations
7. This Memorandum serves as **Authority to Travel.**
8. Immediate dissemination of and compliance with this Memorandum is directed.

  
RHEA MAR A. ANGTUD, Ed. D.  
Schools Division Superintendent 