



August 28, 2019

Division Memorandum
No. 508 s. 2019

URGENT CONFERENCE OF SPED TEACHERS

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

1. The field is hereby informed of the **Urgent Conference of SPED Teachers** on **September 3, 2019** at the **DepEd-Cebu Province Session Hall, IPHO Building, Sudlon, Lahug, Cebu City**.
2. The activity aims to:
 - Discuss the different activities to be conducted during the Division SPED Olympics 2019;
 - Create different working committees for the above-mentioned activity;
 - Other matters.
3. Please take note of the number of expected participants from each SPED centers/schools with SPED classes, viz:
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 - > 1 teacher from schools with 2 or 1 teacher/s;
 - > 2 teachers from schools with more than 3 SPED teachers
 - > 3 teachers from Consolacion, Lipata, Balamban and Pinamungajan SPED Centers;
 - > all SPED teachers from Carmen CS and NHS
 - > all SPED teachers from Cantumog NHS
3. Registration fee of **Php 400.00/participant** (for lunch and 2 snacks), travelling and other incidental expenses that may be incurred by participants relative to their attendance to the said activity shall be chargeable against **school MOOE/SEF/PTA funds**, subject to the usual accounting and auditing rules and regulations.
4. This Memorandum serves as **Authority to Travel**.
5. Immediate dissemination of and compliance with this Memorandum is directed.

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