



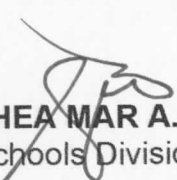
October 24, 2019

Division Memorandum
No. 666 s. 2019

**FINALIZATION/ENHANCEMENT OF THE 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 **Finalization/Enhancement of the Division GAD-Based Contextualized Kindergarten Blocks of Time Cum Workshop on the Finalization of Transition Songs** on **December 17 to 19, 2019** at **Hidden Valley Resorts, Lamac, Pinamungajan, Cebu.**
2. Participants to this activity are the following, viz:
 - a. 57 District Kindergarten Coordinators (DKCs);
 - b. 4 identified Kindergarten Teachers
 - c. 1 Education Program Supervisor
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 December 17, 2019 at 8:30 AM. First meal to be served is breakfast on December 17, 2019, while last meal is dinner on December 19, 2019.
5. Training staff may check in on December 16, 2019 PM. Dinner will be served for the Resource Speakers on December 16, 2019.
6. Please refer to the attached Matrix for more information.
7. 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
8. This Memorandum serves as **Authority to Travel.**
9. Immediate dissemination of and compliance with this Memorandum is directed.


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