



November 21, 2019

**DIVISION MEMORANDUM**

No. 741 s. 2019

**DIVISION CONFERENCE OF ELEMENTARY AND SECONDARY DISTRICT  
MATHEMATICS KEY PERSONS**

**TO :** Assistant Schools Division Superintendents  
Chiefs, SGOD & CID  
Education Program Supervisors  
Public Schools District Supervisors/OICs  
Secondary and Elementary School Heads

1. This Office announces the conduct of **One-Day Division Conference of Elementary and Secondary District Mathematics Key Persons (MKPs)** on November 29, 2019 at Consolacion Central School, Consolacion, Cebu.
2. Participants to this activity are the assigned Master Teachers and School Heads designated as District Mathematics Key Persons among the 57 districts representing the elementary and secondary Math teachers. They are expected to bring with them their reports on the conduct of Math Month and MTAP-Saturday review classes.
3. This conference aims to:
  - discuss the innovations initiated in the conduct of Math Month and MTAP Saturday review classes;
  - review the mechanics and guidelines in administering the Math Challenge Elimination Round and Team Finals; and
  - organize technical working group for the Math Challenge Elimination Round and Team Finals.
4. Transportation and other related expenses of the participants shall be chargeable against **school MOOE/local funds** while meals, snacks and other expenses relative to the conduct of this activity shall be chargeable to **MTAP funds**, subject to its availability and the usual accounting and auditing rules and regulations.
5. This Memorandum serves as participants' Authority to Travel.
6. Immediate and wide dissemination of this Memorandum is desired.

**MARILYN S. ANDALES, Ed.D., CESO V**  
Schools Division Superintendent