Division Memorandum  
No.5685, 2017

To: Public Schools District Supervisors  
Elementary School Administrators

Attention: Kindergarten Teachers and PSDS Focals

From WINNIE E. BATOON, Ed.D  
Officer -In- Charge  
Office of the Schools Division Superintendent

Subject Three (3) Day Division Seminar Workshop For Kindergarten Teachers  
On Kindergarten Teaching Strategies and Construction of Instructional Materials

Date August 22, 2017

1. The DepEd Digos City Division will conduct the “Three (3) Day Division Seminar Workshop For Kindergarten Teachers on Kindergarten Teaching Strategies and Construction of Instructional Materials” on September 5-7, 2017. Venue will be announced later.

2. In view of this, all Kindergarten Teachers are hereby advised to attend the said training.

3. Participants must be at the venue at 7:30 A.M during the whole duration of the training.

4. Participants to this training should bring the following:
   A. construction paper
   B. cartolina
   C. illustration board
   D. a pair of scissors
   E. art paper
   F. crayon
   G. glue
   H. pentel pen

5. The 3 meals and the 6 snacks, of each participants shall be charged to the HRTD Funds while the travelling allowance shall charged against school MOOE Funds subject to the usual accounting and auditing rules and regulations.

6. Wide dissemination of this Memorandum is highly enjoined,