DIVISION MEMORANDUM
No. 530 s. 2017

To: Public Schools District Supervisors
   Public and Private Secondary and Elementary
   School Heads

Attention: School Paper Advisers

From: WINNIE E. BATOON, EdD
       Officer-in-Charge
       Office of the Schools Division Superintendent

Subject: School Paper Advisers’ Conference

Date: August 22, 2017

1.) The field is hereby informed of School Paper Advisers’ Conference on August 25, 2017,
   1:00 P.M. to 5:00 P.M. at Ramon Magsaysay Central Elementary School Library.

2.) It is advised that classes of the teacher-participants shall be taken care of to avoid disruption
   of classes.

3.) Travel expense of the participants shall be charged against local funds subject to usual
   auditing and accounting rules and regulations.

4.) For immediate dissemination and strict compliance.