Division Memorandum
No. 446, s. 2017

To: Division Chiefs, CID and SGOD
    Public Schools District Supervisors
    School Principals/Officers-in-Charge
    Public Elementary and Secondary Schools
    Teachers Concerned

From: WINNIE E. BATOQN, Ed. D.
      Officer-in-Charge
      Office of the Schools Division Superintendent

Subject: Planning Conference for the Conduct of the Three-Day Seminar-Workshop
         on Content and Pedagogy in the K to 12 Science Curriculum

Date: September 14, 2017

The Curriculum Implementation Division through the Education Program Supervisor in
Science will be conducting a Three-Day Seminar Workshop on Content and Pedagogy in the K to
12 Science Curriculum on September 26-28, 2017. In this connection, this Office through the
training focal will conduct a planning conference of the trainers and facilitators on September 19,
2017, 1:00 o’clock in the afternoon at the Division Office Conference Room.

The planning conference aims to (1) conduct a walkthrough of the topics to be taken up in
the training; (2) identify assignment of other tasks in the preparation of materials and logistics for
the activity; (3) finalize the programs and training matrix; and (4) other matters that may concern
the training-workshop.

Participants to this planning conference are the following:
1. Precious Joy Villacastin
2. Eva Rosario Pascua
4. Evelyn Flores
5. Felix Alfonso
6. Mary Joy Fortun
7. Maria Jadloc
8. Ronald Dedaque

Trainers are requested to bring a copy of their presentation and the list of materials that they
would be needing for the presentation of their topics. Further, teacher-participants are requested to
make the necessary arrangement such that their classes are taken care of.

Travel and other incidental expenses of the participants shall be charged to local funds,
subject to the usual accounting and auditing rules and regulations.

For your information, guidance and compliance.