DIVISION MEMORANDUM
No. 539 s. 2019

DIVISION SPED PLANNING CONFERENCE FOR INCOMING FESTIVAL OF TALENTS AND THE UTILIZATION OF MULTI-FACTORED ASSESSMENT TOOL (MFAT)

To: Public Schools District Supervisors
Public Elementary and Secondary School Administrators

Attention: School SPED Coordinators
PSDS FOCAL

1. The field is hereby informed to attend the Division SPED Planning Conference for the incoming Division Festival of Talents and the Re-orientation on the Utilization of Multi-Factored Assessment Tool (MFAT) on July 24, 2019 at exactly 8:00 o'clock in the morning at the Division Conference Hall.

2. This activity aims to:
   a. Plan special activities for the incoming Division Festival of Talents.
   b. Re-orient the utilization of the Multi-Factored Assessment Tool (MFAT) for School SPED Coordinators and Regional-Trained Teachers;

3. The participants to this said conference are the following:

<table>
<thead>
<tr>
<th>Teacher</th>
<th>Event</th>
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<tbody>
<tr>
<td>Elementary SPED Coordinators</td>
<td>Elementary Special Literary and Sports</td>
</tr>
<tr>
<td>Selected Secondary SPED Coordinators</td>
<td>Secondary Special Academic/Ball Games &amp; Athletics/Dance</td>
</tr>
<tr>
<td>Regional MFAT - Trained Teachers</td>
<td>On MFAT Simulation Activity</td>
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4. The criteria and other related concerns for each event will be deliberated.

5. Travelling and other incidental expenses of participants are chargeable against local funds/MOOE subject to the usual government accounting and auditing rules and regulations.

6. Immediate dissemination and compliance to this memorandum is enjoined.

Winnie E. Batoon, Ed. D
Assistant Schools Division Superintendent
Office-in-Charge
Office of the Schools Division Superintendent