



Republic of the Philippines  
**DEPARTMENT OF EDUCATION**  
Zamboanga Peninsula, Region IX  
Division of Zamboanga del Norte  
Dipolog City 7100



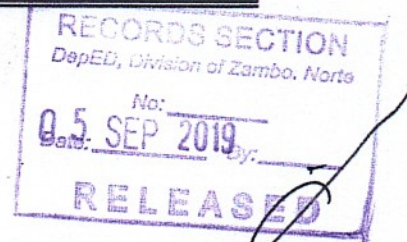
**MEMORANDUM**

To : All Public Schools District Supervisors  
Elementary and Secondary School Heads  
English Coordinators (Elementary and Secondary)

From : **The Office of the Schools Division Superintendent**

Subject: **ENGLISH COORDINATORS' CONFERENCE AND SUBMISSION OF REPORTS FOR QUARTER I ACTIVITIES**

Date : August 30, 2019



1. Relative to the conduct of the Division English Festival and other related activities, a one-day conference among the 35 Elementary English coordinators and 10 Secondary English coordinators is scheduled on September 20, 2019 at the Division Conference Room, ZN Division office, Dipolog City.
2. The objectives of this convergence are to:
  - a. evaluate the results of the conduct of the Division English Festival,
  - b. point out the impact of the activity among the learners.
3. The expected participants are all the 35 English Coordinators (Elementary Level) and ten (10) English Coordinators (Secondary Level). All the coordinators are expected to bring the hard and soft copies of their reports.
4. Travel expenses of the participants relative to their attendance to this convergence shall be charged to local funds subject to the usual accounting, auditing rules and regulations.
5. For information, compliance and dissemination.

**PEDRO MELCHOR M. NATIVIDAD, Ph. D., CSEE**  
Schools Division Superintendent

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