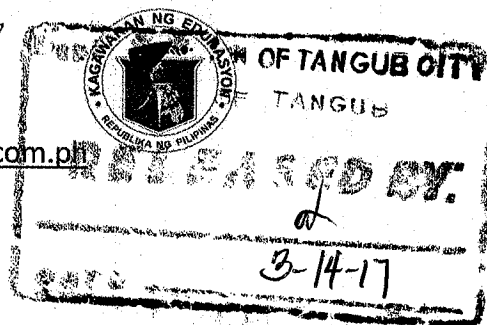


Republic of the Philippines  
Department of Education  
Region X




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**DIVISION MEMORANDUM**  
**No. 51**                      **s. 2017**

**To:** Curriculum and Implementation Division  
School Governance and Operations Division  
Public and Private Elementary School Heads  
Public and Private Secondary School Heads  
This Division

**From:**  **VICTORIA V. GAZO, Ph. D., CESO V**  
Schools Division Superintendent

**Subject:** Meeting of Teachers Handling English Classes, School Paper Advisers/Journalism Coaches and Reading Coordinators

**Date:** March 14, 2017

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1. In line with the Department of Education goals and programs, this Division will conduct a meeting/planning conference of all teachers handling English classes, school paper advisers/journalism coaches and reading coordinators in both elementary and secondary public and private schools.
2. The meeting/planning conference will be held on Monday, March 20, 2017 at 1:00-5:00 in the afternoon at the Conference Hall, 2<sup>nd</sup> Floor, Division Office.
3. Agenda of the meeting are the following, to wit;
  - a. Journalism training for school paper advisers
  - b. Preparation of School Publication
  - c. Creation and Preparation of NMRAA Newsletter Committee
  - d. Additional/Change of Tangub Rewards Oral Communication Contests
    - d.1 Jazz Chant instead of Speech/Verse Choir
    - d.2 Extemporaneous Speech for Grade 7
    - d.3 Enhanced Valedictory Address
  - e. Posting of Journalistic Articles at the Division Website
  - f. Intensifying the School Reading Program
  - g. Familiarizing the Newly Prescribed Sequence and Parts of Graduation/Moving up Exercises
  - h. Photo Contest
4. Transportation expenses incurred to this activity shall be charged to school MOOE subject to the usual accounting and auditing rules and regulations.
5. **Attendance** is a must and no **proxy** is allowed.
6. For your perusal and compliance.