

Department of Education
Region X- NORTHERN MINDANAO
DIVISION OF CAGAYAN DE ORO CITY
 Fr. William F. Masterson, SJ Avenue,
 KM5, Upper Balulang, Cagayan de Oro City



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 DEPARTMENT OF EDUCATION - DIVISION OF CAGAYAN DE ORO CITY
January 25, 2019

RELEASED
 DATE: JAN 25 2019
 BY: [Signature]

MEMORANDUM


TO: LOREBINA C. CARRASCO
ROSALIO R. VITORILLO
CYNTHIA V. YAÑEZ
DERROLD MARL S. AVES
ELEANOR CONSEJO H. ROLLAN

**ATTENDANCE TO THE L&D FIELD VALIDATION OF DATA
 AND TEAM COACHING SESSION**

6. You are hereby directed to attend the L&D Field validation of data to the pilot schools on February 4 & 6, 2019 with the schedule as follows:

DATE	TIME	SCHOOL	No. of teachers/MTs/SH to be interviewed (FGD & KII)
February 4, 2019	8:00 - 10:00 AM	Balubal Elementary School	7
	10:00 - 12:00 Noon	Palalan Elementary School	7
	01:00 - 03:00 PM	Bugo National High School	15
	03:00 - 05:00 PM	Team Coaching Session, Bugo NHS	
February 6, 2019	8:00 - 10:00 AM	Balubal National High School	7
	10:00 - 12:00 Noon	Suntingo Elementary School	7
	01:00 - 03:00 PM	Tablon National High School	15
	03:00 - 05:00 PM	Consolidation & Analysis of Data, Tablon NHS	

7. Concerned pilot schools are requested to prepare venue for the FGD/interview, designate a secretariat to take down minutes of the interview and ensure the availability of teachers/Master teachers to be interviewed.
8. Materials for the activity, meals for the respondents and transportation shall be shouldered by BEST while other incidental expenses are chargeable against local funds subject to the usual accounting and auditing policies, rules and regulations.
9. For immediate dissemination and strict compliance.


JONATHAN S. DELA PEÑA, Ph.D., CESO V
Schools Division Superintendent