



Republic of the Philippines  
**Department of Education**  
REGION VII – CENTRAL VISAYAS  
SCHOOLS DIVISION OF NEGROS ORIENTAL

**Office of the Schools Division  
Superintendent**

MEMORANDUM

MLA-2022- 305

TO : **DR. REGINA CLARINA E. EMPESO**, Education Program Specialist II  
**MS. KARLA P. ANTONIO**, Education Program Specialist II  
**DR. NIDA L. BERSABAL**, PSDS, San Jose District

FROM :   
**SENEN PRISCILLO P. PAULIN, CESO V**  
Schools Division Superintendent

SUBJECT : **COORDINATION MEETING FOR BRIGADA ESKWELA LAUNCHING**

DATE : July 25, 2022

1. Please be informed of your attendance to the **Coordination Meeting for the 2022 Brigada Eskwela Launching** on **July 26, 2022** at **9:00 AM** at the **Sra. Ascion ES Gym**.
2. In view of this, the attendance of the following is also requested:
  - a. All Public Elementary and Secondary School Heads of San Jose District;
  - b. All School PTA Presidents of public schools in San Jose District; and
  - c. District Adopt-A-School Coordinator
3. Details regarding the conduct of the activity, composition of working committees, and work assignments will be discussed among others.
4. Your prompt attendance is highly appreciated.
5. Travelling and other expenses incurred shall be charged against MOOE/local funds subject to the usual accounting and auditing rules and regulations.
6. For information and compliance

SPP/JMA-MKP-NLR/SGOD/RFN/kpanton



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