



Republic of the Philippines
Department of Education
Cordillera Administrative Region
Schools Division of Tabuk City



Office of the Schools Division Superintendent

17 October 2023

DIVISION MEMORANDUM

No. 421, s.2023

NOTICE OF MEETING

TO : Officers of the Division School Paper Advisers Association
School Paper Advisers and coaches English and Filipino from
Public and Private Schools (Elementary and Secondary levels)
All Others Concerned

1. As part of the preparation for the 2023 Division Schools Press Conference (DSPC) and Regional Schools Press Conference (RSPC), a division meeting for all Officers of the Division School Paper Advisers Association, School Paper Advisers and coaches of English and Filipino Elementary and Secondary Levels from Public and Private Schools will be conducted on October 21, 2023 8:00 in the morning at the MHotel Restaurant.

2. Through this meeting, participants are expected to be :

- Informed of DepEd Memorandum No. 24, s. 2023 The Conduct of the 2023 National Schools Press Conference and the Policy Guidelines on the Conduct of DSPC and RSPC;
- Oriented with their roles and responsibilities as School Paper Advisers and coaches;
- Prepared with their School Action Plan and Division Action Plan in Journalism

3. The participants are the Officers of the Division School Paper Advisers Association, School Paper Advisers and coaches of English and Filipino Elementary and Secondary Levels from Public and Private Schools.

4. The participants are entitled to a 1-day service credit in lieu of Saturday in accordance with the provisions of DepEd Order no.53, s. 2023.

5. Immediate dissemination of this Memorandum is earnestly desired.

BENEDICTA B. GAMATERO PhD, CESO V
Schools Division Superintendent

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