



Republic of the Philippines  
Department of Education  
Region I  
**SCHOOLS DIVISION OFFICE OF PANGASINAN II**

*Office of the Schools Division Superintendent*

August 18, 2023

DIVISION MEMORANDUM

No. 307, s. 2023

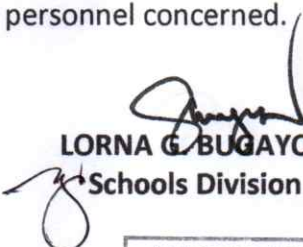
TO: Public Schools District Supervisors  
School Heads – Elementary and Secondary  
English Department Heads/English School & Municipal Coordinators (Secondary)  
District English Coordinators(Elementary)

FROM: LORNA G. BUGAYONG, PhD.,CESO V  
Schools Division Superintendent

SUBJECT: **CONFERENCE OF ENGLISH DEPARTMENT HEADS, SCHOOL, MUNICIPAL & DISTRICT COORDINATORS**

**PARTICULARS**

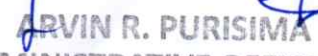
1. The field is hereby informed of the Division Conference of all Department Heads, School-designated, Municipal and District English Coordinators on **August 23, 2023** at Benigno V. Aldana National High School, Pozorrubio, Pangasinan, 8:00 o'clock in the morning.
2. The objectives of the said conference are:
  - a. to review and evaluate the previous English programs implemented/not implemented
  - b. to discuss and prepare action plans for SY 2023-2024
  - c. to plan for activities for SY 2023-2024
3. Travel expenses of the participants to this conference shall be charged against school MOOE or other school/local funds and subject to auditing and accounting procedures.
4. For strict and widest dissemination to all personnel concerned.

  
LORNA G. BUGAYONG, PhD., CESO V  
Schools Division Superintendent



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**APPROVED FOR TRANSMISSION:**

  
ARVIN R. PURISIMA  
ADMINISTRATIVE OFFICER V