



Republic of the Philippines  
**Department of Education**  
 REGION XI  
 SCHOOLS DIVISION OF PANABO CITY

**Office of the Schools Division Superintendent**

**DIVISION MEMORANDUM**

CID – 2025 - **0091**

To : Assistant Schools Division Superintendent  
 Chief, Curriculum Implementation Division (CID)  
 Chief, Schools Governance and Operations Division (SGOD)  
 Public Schools District Supervisors  
 Elementary and Secondary School Heads  
 All Concerned

Subject : **PLANNING AND CONFERENCE OF ELEMENTARY AND  
 SECONDARY SCIENCE COORDINATORS**

Date : February 10, 2025

There will be a Planning and Conference of all Elementary and Secondary Science Coordinators on February 11, 2025 at 3:00 PM. The said activity will be held at the Library Hub, Panabo Central Elementary School SPED Center, Panabo City.

The agenda shall include the following: 1.) conduct of the Division Festival of Talents, 2.) updates on the upcoming National Achievement Test, and 3.) preparation of the accomplishment report for SY 2024-2025.

In this regard, all Science Coordinators are expected to attend and actively participate in the discussions, as these matters are crucial in ensuring the smooth implementation of science-related programs and activities in our division. Travel and other incidental expenses of the participants shall be charged against local/MOOE funds or other sources of funds, subject to the usual accounting and auditing rules.

Immediate dissemination of this Memorandum is desired.

For and In the Absence of the Schools Division Superintendent

**BASILIO P. MANA-AY, JR., CESO VI**  
 Assistant Schools Division Superintendent

RELEASED

FEB 10 2025

RECORDS SECTION, SDO PANABO CITY

Enc. as stated  
 doc://CID/jey/ybm



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