



September 23, 2014

Division Memorandum  
 No. 425, s. 2014

**REMINDERS OF THE AGREEMENTS DURING THE SEPTEMBER 20 & 21, 2014 EXECON**

To : Education Program Supervisors/Division Coordinators  
 Public Schools District Supervisors/District In Charge  
 Public Elementary & Secondary School Administrators

1. The Office of the Schools Division Superintendent commends the cooperation of all the Education Program Supervisors/Division Coordinators, Public Schools District Supervisors/District In Charge, all public elementary and secondary school heads who joined the Execon at Mabinay last September 20 & 21, 2014.

2. Considering that conferences are vital part of the organization of work, everyone concerned was expected to be there.

3. In this connection, all those who were not around during the execon shall write the Office of the Superintendent the reason of their absence.

4. As agreed, all PSDS/DICs must submit the following not later than September 30, 2014.

What	Where
List of Excess Teachers	Office of the Superintendent
Copies of individual school calendar (in a folder)	Consultant
District Calendar	Consultant

5. For compliance.

**SALUSTIANO T. JIMENEZ, LI. B., CESO VI**  
*Schools Division Superintendent*

23 SEP 2014