



Republic of the Philippines
Department of Education
REGION III – CENTRAL LUZON
SCHOOLS DIVISION OF SAN JOSE DEL MONTECITY
PARTIDA ELEMENTARY SCHOOL

Office of the Principal

September 12, 2022

SCHOOL LETTER

No. 13, s. 2022

To: Grade Leaders
Subject Coordinators

GRADE LEADER AND COORDINATORS' MEETING

1. This Office announces Grade Leader and Coordinators' Meeting on September 20, 2022, 1:00pm at Partida Elementary School ICT Room.
2. The Agenda of the meeting would be:
 - a. Upcoming PTA Election for SPTA-BOD and EXECOM Officials
 - a. Issues and concerns during the Parents General Assembly
 - b. Regional Diagnostic Test Report
 - c. Action Plan of All Coordinators
 - d. LAC Session for the Month of September
 - e. Faculty Officers Election
 - f. Uniform of teachers every Friday
 - g. Inventory of Books and Modules for SY 2022-2023
 - h. Non-Readers G1-G6
 - i. COT
 - j. BSP
 - k. Students' School ID
 - l. LIS enrollment and updating
 - m. Absences of learners
 - n. Others
3. Immediate and wide dissemination of this letter is desired.


CAROLYN W. OLIVEROS
Principal I



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