



Republic of the Philippines
Department of Education
REGION VI – WESTERN VISAYAS
SCHOOLS DIVISION OF AKLAN

January 10, 2022

DIVISION MEMORANDUM

No. 18, s. 2022

**COORDINATION MEETING WITH THE ADMINISTRATIVE OFFICER II
OF ELEMENTARY AND INTEGRATED SCHOOLS**

**To: Public Schools District Supervisor
School Heads of Public Elementary and Integrated Schools
Administrative Officer II of Elementary and Integrated Schools**

1. The Administrative Section will conduct a meeting with the Administrative Officer II of elementary and integrated schools on **January 12, 2022 at 9:00 AM to 12:00 NN via google meet**. The link will be provided a day before the meeting. The purpose of this meeting is to provide technical assistance and to address prevailing issues and concerns regarding personnel action, welfare and benefits, and other matters.
2. Immediate dissemination of this memorandum is desired.


MIGUEL MAC D. APOSIN EdD, CESO V
Schools Division Superintendent

PYM/mtb



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