



DM 2020-07-288  
DIVISION OF MALAYBALAY CITY  
RELEASED  
DATE: 23 JULY 2020 4:30  
BY: glaw

Republic of the Philippines  
**Department of Education**  
REGION X- NORTHERN MINDANAO  
DIVISION OF MALAYBALAY CITY

---

**DIVISION MEMORANDUM**

No. 288, s. 2019

To: **All Public Elementary and Secondary SPED Teachers  
This division**

FROM: **VICTORIA V. GAZO, PhD., CESO V**  
Schools Division Superintendent

DATE: **July 23, 2020**

SUBJECT: **MEETING FOR ELEMENTARY AND SECONDARY  
SPED TEACHERS AND SCHOOL HEADS WITH SPED CLASSES**

---

1. This office hereby directs all the Public Elementary and Secondary SPED teachers and School Heads with SPED Classes to attend the meeting on July 24, 2020 to start at 8:00 o'clock in the morning at Casisang Central School Multipurpose Building. This is to discuss on matters relative to the preparation for the opening of classes on the New normal delivery of education.

- a. Preparation of Individual Educational Plan for the Learners
  - b. Learning Sheets and worksheets
  - c. Individual Learning Plan of Learners
  - f. Other Matters
2. SPED Teachers are requested to bring with them their list of enrolment per category and their prepared educational materials ( e.g. learning sheets/worksheets ).
3. Queries relative to this can be relayed to Liza G. Balintongog, PSDS at 09177222067.

