



Department of Education
Region III
DIVISION OF CITY SCHOOLS
Angeles City
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December 22, 2017

DIVISION MEMORANDUM

No. 548 a ,s, 2017

To : Chiefs, CID and SGOD
Education Program supervisors
Public Schools District Supervisors
Heads, Public Elementary and Secondary Schools

ONE DAY DIVISION TRAINING – ORIENTATION ON SCHOOL LIBRARY ORGANIZATION, BASIC BOOK CLASSIFICATION AND DESCRIPTIVE CATALOGING FOR TEACHER -LIBRARIANS

1. The One Day Division Training –Orientation on School Library Organization, Basic Book Classification and Descriptive Cataloging for Teacher – Librarians is scheduled on December 29, 2017 from 8:00 A.M to 5:00 P.M. at Library Hub, Conference Room, Gabaldon Building, Angeles City.
2. This activity aims to:
 - a. to give an orientation on how to manage a school library;
 - b. to equip the School Teacher – Librarians with the basic library skills to easily organize the learning resources in the School Learning Resource Center;
 - c. to give basic training on book classification and Descriptive cataloging.

3. The participants to this training are:

	School	Teacher – Librarian
1	Malabanias Integrated School	1
2	Sto. Domingo Integrated School	1
3	Belen Homesite Elementary School	1
4	Mining Elementary School	1
5	NorthVille 15 Integrated School	1
6	Puneda – Gutierrez Elementary School	1
7	PulungBulu Elementary School	1
8	San Ignacio Elementary School	1
9	Sapalibutad Elementary School	1
10	Pulung Căcutud Elementary School	1
11	Salapungan Elementary School	1
12	Sitio Pader Elementary School	1
13	CutCut Elementary School	1
14	Don Pepe Henson Elementary School	1

15	Leoncia Village Elementary School	1
16	Mariano Nepomuceno Elementary School	1
17	Air Force City Elementary School	1
18	Alberto G. Pabalan Elementary School	1
19	Amsic Integrated School	1
20	Cuayan Elementary School	1
21	Edilberto M. Ganzon Elementary School	1
22	Gueco Balibago Elementary School	1
23	Pampang Elementary School	1
24	SapangBato Elementary School	1
25	Sitio Target Extension Integrated School	1
26	Sta. Teresita Elementary School	1
27	Tacondo Elementary School	1
28	Claro M. Recto ICT HS	1
29	Gov. Rafael I. Lazatin Integrated School	1
30	Rafael L. Lazatin Integrated School	1
31	Epza Resettlement Elementary School	1
32	Cutud Elementary School	1
33	Don Ambrosio Elementary School	1
34	Sta. Maria Elementary School	1
35	Lourdes Northwest Elementary School	1
36	Teodoro P. Tinio Elementary School	1
37	Enrica Sandico Elementary School	1
38	Abelardo G. Tinio Elementary School	1
39	SapangBato National HS	1
40	Francisco G. Nepomuceno MHS	1

4. Immediate dissemination and strict compliance of this Memorandum is desired.

LEILANI S. CUNANAN, CESO VI
Officer in Charge *ew*
Office of the Schools Division Superintendent