



## MEMORANDUM

### Division Memorandum

No. 165, s. 2018

**TO** : Public Elementary, Secondary and Integrated School Heads  
Private Schools Administrators  
School Dance Festival Coordinators  
Drum and Lyre Coordinators

**FROM** : **CATALINA P. PAEZ, PhD, CESO VI**  
Schools Division Superintendent

**DATE** : December 3, 2018

**SUBJECT** : Planning Meeting of School Dance Festival Coordinators and Drum and Lyre Coordinators

1. In reference to the calendar of activities of the celebration of the **6<sup>th</sup> Uhay Festival: Ani ng Sining at Agham and the 18<sup>th</sup> Charter Anniversary of Science City of Muñoz**, one of the participations of our agency are the Dance Festival (*Folkdance and Contemporary*) and Drum and Lyre Exhibition to be held on January 8, 2018, 8:00 am and January 20, 2018 1:00 pm respectively at Science City Gym.
2. The details of the said activities will be discussed during the Planning Meeting of School Dance Festival Coordinators and Drum and Lyre Coordinators on December 05, 2018, 1:00 pm at Munoz National High School-Main.
3. School heads shall make the necessary arrangement with the teacher concerned to avoid disruption of classes.
4. Traveling expenses of teachers if any shall be charged against local funds subject to usual auditing and accounting rules and regulations.
5. Immediate dissemination of this Memorandum is desired for information and guidance.