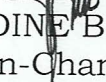



Republic of the Philippines
Department of Education
Cordillera Administrative Region
Schools Division Office
Rizal Ave. Pob. South, Lagawe, Ifugao

Division Memorandum
No. 261 s. 2016

To: Public Schools District Supervisors
Elementary and Secondary School Heads

From:  GERALDINE B. GAWI, Ed.D.
Officer In-Charge 
Office of the Assistant Schools Division Superintendent

Subject: **SUBMISSION OF REPORTS ON ICT LAC SESSIONS
CONDUCTED IN THE SCHOOL**

Date: December 2, 2016

1. It is required in the monitoring and evaluation of the Central Office the reports on LAC sessions conducted per school.
2. It has been required in Division Memo 154, s. 2016 that the school ICT coordinators who have been sent to attend the ICT trainings last September 2016 have to conduct LAC sessions in their respective schools after the trainings.
3. Submit a 1-page brief narrative report answering the questions below with 1 or 2 pictures of the activity, and photocopy of attendance of participants to the division office:
 - a. What were the topics covered in the LAC session?
 - b. What were the challenges in conducting the LAC session?
 - c. What are your recommendations in conducting LAC session?
4. Deadline of submission is December 19, 2016.
5. Those who want to submit through email may scan the documents then email to **depedlagawe@yahoo.com**
6. For dissemination and compliance.