



Republic of the Philippines
Department of Education
REGION III
SCHOOLS DIVISION OF SAN JOSE DEL MONTE CITY
DISTRICT II
GOLDENVILLE ELEMENTARY SCHOOL
PHASE 4B, BRGY. MINUYAN PROPER

January 31, 2022

School Memorandum
No.6 s. 2022

TO: **INSET Coordinator**
INSET Team

DATE: January 31, 2022

SUBJECT: **Pre-Implementation of INSET 2022**

1. Prior to the incoming INSET on February 14-18, 2022, the school INSET coordinator will conduct a Pre-Implementation together with the school principal and INSET Team.
2. The face-to-face Pre-Implementation will be held on February 3, 2022, at 10:00 a.m.- 12:00 nn, at room 1, second building.
3. This pre-implementation aims to:
 - To identify priority needs based on SBM.
 - To schedule the meetings of TWG.
 - To assign specific roles to perform and communicate to concerned teachers/committees.
 - To craft INSET Plan.
6. Immediate and wide dissemination is desired.

MARISSA M. SOLOMON
PRINCIPAL III



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