



Republic of the Philippines
Department of Education
REGION VI – WESTERN VISAYAS
SCHOOLS DIVISION OF AKLAN

July 31, 2025

To: Public Schools District Supervisors/
Principals and Head Teacher-In-Charge of the District
School Heads of Public Elementary/Integrated/Secondary Schools
All Others Concerned

Sirs/Mesdames:

Greetings!

This is to inform the field that there will be a **Schools Sports Planning Conference** on August 1, 2025, (Friday) at 8:30 AM at Kalibo Pilot Elementary School, Kalibo, Aklan.

Participants in this activity are the Public Schools District Supervisor/Principals-In-Charge of the District/Head Teacher-In-Charge of the District, District Sports Coordinators, Tournament Managers, and Division Sports Core Group.

This activity aims to:

1. present the timetable of the conduct of lower-level sports competition and the Provincial Athletic Association Meet;
2. discuss the guidelines of the lower-level sports meet; and
3. address issues and concerns on the preparation and actual conduct of the sports competition.

Tournament Directors must submit a list of needed office supplies and sports equipment for the conduct of the Provincial Athletic Association Meet on December 2025.

Travel and other related expenses of the participants shall be charged against local funds/school MOOE subject to usual government accounting and auditing rules and regulations.

For your information and appropriate action.

FOR THE SCHOOLS DIVISION SUPERINTENDENT:

MICHAEL T. RAPIZ

Chief Education Supervisor
School Governance and Operations Division
In-Charge of the Division

DIVISION LETTER

No. **067**, s. 2025

CIU



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