

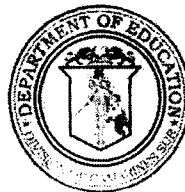


# Department of Education

Region V

DIVISION OF CAMARINES SUR

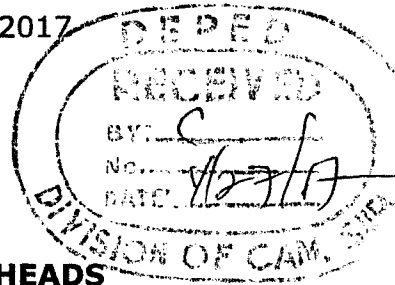
Freedom Sports Complex, San Jose, Pili, Camarines Sur



April 21, 2017

## DIVISION MEMORANDUM

NO. 143 s. 2017



### EMERGENCY CONFERENCE OF SECONDARY SCHOOL HEADS

TO: Asst. Schools Division Superintendents  
Chief Education Program Supervisors  
Education Program Supervisors  
Public Schools District Supervisors (Secondary)  
Secondary School Heads

1. There will be an **Emergency Conference of Secondary School Heads** on **April 28, 2017 at 8:00AM to 5:00PM** at the Avenue Plaza Hotel, Naga City, Camarines Sur.
2. The following are the agenda to be discussed:
  - a. **Hiring of Senior High School and Junior High School Teachers**
  - b. CID and SGOD concerns
  - c. ASDS Concerns
  - d. Other Matters
3. The participants are the Schools Division Superintendent, Assistant Schools Division Superintendents, Chief Education Supervisors, Education Program Supervisors, Public Schools District Supervisors (Secondary), Secondary School Heads, and 1 resource staff.
4. Attendance particularly of the secondary school heads is compulsory, hence, no proxy is allowed.
5. The **Host District** for this conference is the **2<sup>nd</sup> Congressional District** and shall take charge of the Opening Preliminaries (bring service laptop) and documentation.
6. A registration fee of **Four Hundred Fifty Pesos (Php450.00)** shall be collected to cover food and amenities. The registration fee, travel and other expenses shall be charged against school/Division MOOE/local funds subject to the usual accounting and auditing rules and regulations.
7. Immediate and wide dissemination of this Memorandum is desired.

  
**ARNULFO M. BALANE, CESO V**  
Schools Division Superintendent