



October 17, 2014

**DIVISION MEMORANDUM**No. 559, s. 2014**DIVISION OF CEBU PROVINCE SCHOOLS DIVISION OFFICE (SDO)  
SENIOR HIGH SCHOOL (SHS) IMPLEMENTATION TEAM**

**TO :** Assistant Superintendents  
Division Supervisors/Coordinators  
District Supervisors/OICs/ Caretakers  
Secondary School Heads

1. In line with the on-going preparation of the Senior High School Implementation Plan for the Province of Cebu, this Office announces the creation and composition of the **DIVISION OF CEBU PROVINCE SCHOOLS DIVISION OFFICE (SDO) SENIOR HIGH SCHOOL (SHS) IMPLEMENTATION TEAM.**

2. The Team shall be composed of the following, to wit:

- |                               |   |                                     |
|-------------------------------|---|-------------------------------------|
| 1. Dr. Arden D. Monisit       | - | Chairman                            |
| 2. Mr. Isaiash T. Wagas       | - | SHS Coordinator/Focal Person        |
| 3. Mrs. Agustina Albiso       | - | Planning Officer                    |
| 4. Mr. Ronil D. Manayon       | - | Division Coordinator                |
| 5. Mrs. Candida C. Purgatorio | - | President, Secondary School Heads   |
| 6. Mr. Pedro B. Sususco       | - | President, PSDS Association         |
| 7. Dr. Nonita P. Legaspi      | - | President, CEDAPSA                  |
| 8. Hon. Peter Calderon        | - | Chairman, PB Committee on Education |
| 9. Chief/Representative       | - | PPDO                                |
| 10. Representative            | - | Industry Sector                     |

3. The Team will have the following responsibilities, to wit:

1. Lead the development of the SDO SHS Implementation Plan that contains the following details:
  - a. List of public and private schools that will offer SHS in 2015 and 2016;
  - b. Proposed SHS program/track(s)/strand(s) per identified school;
  - c. Projected 2015 and 2016 enrolment per track/strand for each identified public and private school;
  - d. Teacher and staff requirement for identified public schools;
  - e. Available and needed facilities for identified public schools;
  - f. Partnership arrangements on teaching complement and/or immersion opportunities with higher education institutions, technical-vocational institutions, local government, industries, and /or other government agencies per identified public schools.
2. Gather needed data (e.g. absorptive capacity of public and private schools, student's and parent's preference for specializations, workforce demand, local development plans) for the development of the SDO SHS Implementation Plan.
3. Engage relevant stakeholders (i.e. students, parents, private schools, HEIs and TVIs, local government, industry, other government agencies) in the development and refinement of the SDO SHS Implementation Plan.
4. Facilitate communication of SHS plans and implementation updates to relevant stakeholders at the division, community, and school levels.
5. Ensure timely and proper execution of the SDO SHS Implementation Plan.
6. Provide regular updates to the Regional Director and the Undersecretary for Programs and Projects.

4. The Team will organize a Secretariat that will serve as the Technical Staff of the SDO SHS Implementation Team.

5. All constituency of the Division of Cebu Province is hereby directed to give full assistance and cooperation to the Team in whatever activities it may undertake relevant to the preparation of the Senior High School (SHS) Implementation Plan.

6. Immediate and wide dissemination of this Memorandum is directed.

**ARDEN D. MONISIT, Ed. D.**  
Schools Division Superintendent