



July 4, 2016

**DIVISION MEMORANDUM**  
No. 342, s. 2016

**DIVISION COORDINATION CONFERENCE FOR THE SENIOR HIGH SCHOOL (SHS)  
ISSUES AND CONCERNS**

**TO :** Assistant Superintendents  
Chief Education Program Supervisors  
Education Program Supervisors/Coordinators  
District Supervisors/OICs  
Public Secondary School Heads

1. This Office announces the conduct of the **DIVISION COORDINATION CONFERENCE FOR THE SENIOR HIGH SCHOOL (SHS) ISSUES AND CONCERNS** on July 7, 2016 at Ecotech Center, Cebu City.
2. The conference aims to:
  - a. provide venue for the discussion and resolution of issues and concerns affecting the Senior High School (SHS) implementation;
  - b. get firsthand information from the different resource persons on the updates of the building construction, deployment of teachers, procurement of tools and equipment, partnership; and
  - c. get feedback on the curriculum implementation and programming of the SHS.
3. Participants to the Conference will be the Assistant Superintendents, CID and SGOB Chiefs, Education Program Supervisors/Coordinators, Division Engineers, District Supervisors, Secondary Principals and representatives of the Department of Public Work and Highways.
4. All secondary school heads are required to prepare and submit the following
  - June 2016 SHS Report (text, figures & pictures)
  - Enrolment Report as of Wednesday, July 6, 2016 (duly segregated)
  - Classroom Construction Updated Report (use the latest format provided) with pictures as of Thursday, June 6, 2016
5. A registration fee of **Four Hundred Pesos (P 400. 00)** will be collected to defray expenses for the venue rental, two (2) snacks, one (1) lunch and other incidental

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expenses of the conference chargeable against division/school MOOE funds, subject to the usual accounting and auditing rules and regulations,

6. Considering the importance of this Conference, all concerned school officials are strictly enjoined to attend.
7. This Memorandum serves as **TRAVEL AUTHORITY** of all participants.
8. Immediate dissemination and strict compliance of this Memorandum is directed.

  
**RHEA MAR A. ANGTUD, Ed. D., CESO VI**  
Schools Division Superintendent 

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