FOURTEENTH CAMARINES SUR DIVISION SECONDARY EDUCATION DAY

To: Asst. Schools Division Superintendents
   Education Supervisors & Coordinators
   Secondary School Principals
   Teachers In-Charge and Officers In-Charge

1. The Department of Education-Division of Camarines Sur through the Association of Camarines Sur Secondary School Administrators (ACSSSA) shall hold the 14th Camarines Sur Division Secondary Education Day on March 21 - 22, 2012 at the Naga City Coliseum, Naga City.

2. The activity aims to:
   a. assess the effectiveness of every secondary school along with the academic performance of students and instructional competence of teachers;
   b. recognize exemplary achievements of both students and teachers in the field of education;
   c. provide the students, teachers and school heads an opportunity to be informed with educational issues and trends; and
   d. foster camaraderie between and among students, teachers, and school administrators.

3. Participants to this activity are the secondary students, teachers and school heads.

4. A registration fee of Ph 50.00 shall be collected from each participant and coach to defray expenses in Day 1 chargeable against student club/organization, SSG Fund, PTA, and other source of funds while traveling expenses of student-participants, coaches, teachers, officials and school heads relative to this activity shall be charged against local fund/MOOE subject to the usual accounting and auditing rules and regulations. Likewise, a registration fee of PhP 320.00 shall be collected from each participant of the Teachers Congress (Day 2) to be taken from school MOOE or other local fund source subject to the usual accounting and auditing rules and regulations.

5. Attached herewith are the following:
   a. Enclosure 1 - Program of Activities
   b. Enclosure 1a - 14th Camarines Sur Division Secondary Educators’ Congress
   c. Enclosure 2 - Working Committees
   d. Enclosure 2a - Contest Committee for the BOW
   e. Enclosure 3 - Mechanics of the Student BOW
   f. Enclosure 3a - BOW Registration Form
   g. Enclosure 4 - Implementing Guidelines for TOPSS & TOPSE
   h. Enclosure 4b - Nomination Form for TOPSS & TOPSE
   i. Enclosure 5 - Mechanics of ACSSSA Pa-Raffle

6. In this connection, the members of the working committees shall attend the final tasking/conference on March 2, 2012 at the Division Office at exactly 8:00 am.

7. Wide dissemination and strict compliance to this Memorandum is desired.

EMMA L. CORNEJO
Schools Division Superintendent

Reference:

To be included in the Perpetual Index under the following subjects: