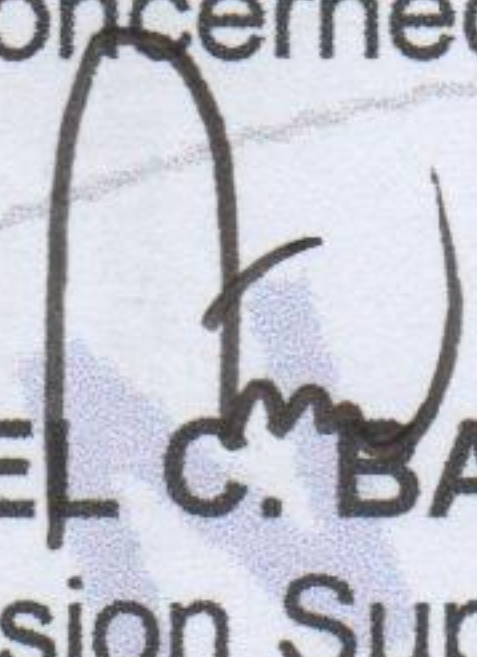


MEMORANDUM

TO : Elementary and Secondary School Heads
Head Teachers, Teachers-In-Charge, Officers-In-Charge
All Others Concerned

FROM :  **DR. ROMMEL C. BAUTISTA, CESO V**
Schools Division Superintendent

SUBJECT : **ONE-DAY CONSULTATIVE MEETING OF ARLING PANLIPUNAN
PRINCIPAL-CONSULTANTS AND DEPARTMENT HEADS/ CHAIRMEN /
COORDINATOR**

DATE : February 29, 2016

In preparation for the Division Summer Institute in Araling Panlipunan, this office shall conduct a One-day Consultative Meeting of Araling Panlipunan Principal-Consultants and Department Heads/ Chairmen / Coordinators on March 18, 2016 at Mambugan I Elementary School (Elementary Level) from 8:00 – 11:00 am and Mambugan NHS (Secondary Level) from 1:00 – 4:00 pm.

The meeting aims to:

1. Discuss accomplishments of the Division in the Learning Area; and
2. Develop Plan of Action for Division Summer Institute in Araling Panlipunan.

Participants are expected to bring the following:

1. Summary of Supervisory Report in PPT presentation (Maximum of 10 slides)
2. Summary of Best Practices with photos in PPT presentation (Maximum of 5 slides)
3. HRD Matrix (See enclosure)

A registration fee of One Hundred Fifty (Php 150) shall be collected from the participants, chargeable against canteen or department fund, to defray expenses for food and other and operations

Projectors shall be provided by the host school.

Wide dissemination of this memorandum is earnestly desired.

UM 114 s. 2016
LAP

Enclosure to Memorandum No. ___ s. 2016

HUMAN RESOURCE DEVELOPMENT MATRIX in ARALING PANLIPUNAN

School: _____

School Head: _____

AP Coordinator / Head: _____

No	Teachers 'Name	Position	Date of Last appointment	Highest Educational Attainment	Seminars not credited from the last appointment			Authorship			Grade Level being taught	Awards Received as a teacher not credited from the last appointment			Research produced (Not credited from the last appointment)	Coaching job not credited from the last appointment (1 st to 5 th places on)			
					Nat'l	Reg'l	Division	Book	Article/Research	Others		Nat'l	Reg'l	Division		Nat'l	Reg'l	Division	
1	Jose Cruz	MT I	June 1, 2015	Phd (18 units)	2	1	1	/	/		8		2		2			1	
2	Felicidad Palma	TIII	August 3, 2011	MA Grad		1				/	7	1							

- Nothing follows -

Analysis:

Conclusion:

Recommendation:
