


**MEMORANDUM**

TO : OIC-Assistant Schools Division Superintendent  
Chief, Schools Governance and Operations Division  
Senior High School Implementers  
SHS - Technical Working Group

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

SUBJECT : **EMERGENCY MEETING OF PRINCIPALS/SCHOOL HEADS WITH SENIOR HIGH PROGRAM AND SHS TECHNICAL WORKING GROUP**

DATE : March 02, 2016

There will be an emergency meeting of all Principals/School Heads with Senior High School Program and SHS Technical Working Group tomorrow, March 3, 2016 at exactly 1:00 PM at the Division Conference Hall.

Important matters will be discussed Re: Preparation and Accomplishment of Internal and External Assessment Tools on Partnership Building.

One hundred percent (100%) attendance of all concerned is enjoined.