



Republic of the Philippines  
Department of Education  
Region VI – Western Visayas  
**DIVISION OF AKLAN**  
Kalibo, Aklan




May 17, 2017

DIVISION MEMORANDUM  
No. 107, s. 2017

**CONFERENCE-WORKSHOP ON SENIOR HIGH SCHOOL (SHS) TEACHER NEEDS ANALYSIS AND SHS IMPLEMENTATION PLAN UPDATES FOR SY 2017-2018**

- To: Public Schools District Supervisors  
Principals/Head Teacher In-Charge of the District  
Heads of Public Secondary/Integrated Schools with Existing SHS  
All Others Concerned
1. Please be informed that there will be conference-workshop on SHS teacher needs analysis and implementation plan updates on Friday, May 19, 2017, 8:00 A.M. to 5:00 P.M. at Kalibo County Inn, Kalibo, Aklan.
  2. The participants are the Public Schools District Supervisors, Principals/Head Teacher In-Charge of the District, and heads of public secondary/integrated schools with existing SHS.
  3. Each school head is advised to bring their data on projected enrolment per offering in Grades 11 and 12, SY 2017-2018.
  4. A registration fee of Three hundred pesos (Php 300.00) will be charged each secondary/integrated school participant to defray expenses for meals and rental of venue. The registration fee, travel and other expenses related to the activity may be charged against local fund subject to its availability and the usual accounting rules and regulations.
  5. Immediate and wide dissemination of this memorandum is strongly desired.

FOR THE SCHOOLS DIVISION SUPERINTENDENT:

  
**MICHAEL T. RAPIZ**  
Chief Education Supervisor  
School Governance and Operations Division (SGOD)  
In-Charge of the Division

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