



September 12, 2013

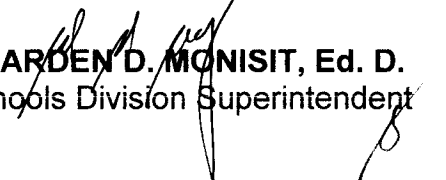
DIVISION MEMORANDUM
No. 513, s. 2013

DIVISION CONFERENCE OF ALL PRIVATE SCHOOL ADMINISTRATORS

TO : OIC, Assistant Superintendents
Division Supervisors/Coordinators
Heads, Private Elementary and Secondary Schools

1. As part of our effort to streamline the operation, coordination and collaboration of our private schools in the province, a **DIVISION CONFERENCE OF ALL PRIVATE SCHOOL ADMINISTRATORS/ PRINCIPALS/ SCHOOL HEADS** will be conducted on September 17, 2013, Tuesday, at the Executive Dining Hall of Ecotech Center, Lahug, Cebu City. Registration starts at 7:50 in the morning.
2. Participants to the conference are the School Administrators, Principals, School Heads of all private schools under the jurisdiction of the Division of Cebu Province, CEDAPSA Officers and Division personnel in charge for private schools.
3. The conference will discuss various organizational and other concerns of the private schools in the province. It will likewise discuss some important DepEd policies relevant and pertinent to private school operations.
4. A registration fee of P 350. 00 shall be collected by the CEDAPSA Officers per participant to help defray expenses for the conduct of the conference to include but not limited to rentals, food and other incidental expenses of the conference.
5. While expenses of the Division representatives to the conference shall be chargeable against division Inset funds, subject to its availability and accounting and auditing rules and regulations.
6. Private schools with unsubmitted reports and/or renewal/recognition application are likewise requested to bring and submit the same during the conference.
7. Attendance to the conference of all concerned parties is highly enjoined considering the importance of the topics to be discussed.

8. This Memorandum shall serve as the travel authority of all the participants.
9. Wide dissemination of the contents of this Memorandum is enjoined.



ARDEN D. MONISIT, Ed. D.
Schools Division Superintendent

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