



Office of the Secretary

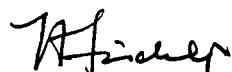
DepED MEMORANDUM
No. 358, s. 2005

NOV 24 2005

YEAR-END REVIEW AND PLANNING CONFERENCE OF SECONDARY EDUCATION
DIVISION (SED) CHIEFS AND ASSISTANT CHIEFS

To: Bureau Directors
Regional Directors

1. The Year-End Review and Planning Conference of the Secondary Education Division Chiefs and Assistant Chiefs of the 17 regions will be held at the Estosan Garden Hotel, Gov. Gutierrez St., Cotabato City, ARMM on December 7-9, 2005.
2. The conference aims to:
 - a. firm up the plan of action for improving English, Science and Mathematics at the secondary level;
 - b. present initial findings on the survey of English, Science and Mathematics teachers; and
 - c. visit a school with innovative approaches in implementing strategic interventions.
3. The participants in the conference are the Chiefs and Assistant Chiefs of the seventeen (17) regions, the BSE Director, the Officers-in-Charge/Assistant Chiefs of the Curriculum and Staff Development Divisions and three specialists of the Bureau of Secondary Education (BSE). The list of participants and the schedule of activities are attached as Enclosure Nos. 1 and 2, respectively. Attendance to this activity shall be on **official business**.
4. The participants are requested to bring updates regarding the implementation of their programs and projects.
5. A registration fee of Three Thousand Five Hundred Pesos (PhP3,500.00) to cover board and lodging, kit and materials, traveling expenses, and other incidental expenses relative to their attendance to the conference shall be charged against local funds subject to the usual accounting and auditing rules and regulations.
6. Participants are requested to check in at the venue at 1:30 p.m. on December 7, 2005. The first meal shall be lunch on December 7 and the last meal shall be snacks on December 9, 2005.
7. For inquiries, contact Ms. Linor Marcel Tongson and/or Ms. Erlinda M. Guevarra at tel. nos. 632-75-86 or 632-1361 local 2064.
8. Immediate dissemination of this Memorandum is desired.


FE A. HIDALGO
Undersecretary
Officer-in-Charge

LIST OF PARTICIPANTS

REGION	Chief, SED	Assistant Chief, SED
I	Dr. Ernesto Florendo	Dr. Anastacio P. Domingo, Jr.
II	Dr. Vilma Buraga	
III	Dr. Magdalena Roque	Dr. Elisa Ballesteros
IV-A	Dr. Conchita Tan	
IV-B	Dr. Elias Castromero	Dr. Wilfredo Cabral
V	Dr. Amy Deniega	
VI	Dr. Eduardo Peñaranda	
VII	Dr. Marcial Degamo	
VIII	Dr. Brenda Estoy	Dr. Catalina Petilos
IX	Dr. Pilar Rico	
X	Dr. Rosita Cang	
XI	Dr. Ursula Valderama	Dr. Luzminda Onor
XII	Dr. Natividad Redoble	
NCR		Dr. Eva Robles
CAR	Dr. Virginia Lachica	Dr. Alfonso Estolas
CARAGA	Dr. Elvira Namuag	Dr. Elizabeth Baguio
ARMM	Dr. Hamid Ladjakahal	

Bureau of Secondary Education Staff

- | | |
|-----------------------------|---|
| 1. Lolita M. Andrada | - Director IV |
| 2. Ms. Bella O. Mariñas | - Supervising Education Program Specialist, SDD |
| 3. Dr. Corazon L. Echano | - Supervising Education Program Specialist, CDD |
| 4. Mr. Jesus L. Huenda | - Senior Education Program Specialist, CDD |
| 5. Ms. Erlinda M. Guevarra | - Senior Education Program Specialist, SDD |
| 6. Ms. Linor Marcel Tongson | - Education Program Specialist II, SDD |

Year-End Review and Planning Conference of Secondary Education Division (SED) Chiefs and Assistant Chiefs
December 7-9, 2005

Estosan Garden Hotel, Corbato City, Region ARMM

SCHEDULE OF ACTIVITIES

Time	Day 1 December 7, 2005 Wednesday	Day 2 December 8, 2005 Thursday	Day 3 December 9, 2005 Friday
8:00 - 10:00		WS: Refinement of the National Plan of Action for the Improvement of English, Science and Math at the Secondary Level	Departure
10:15 - 10:30		SNACKS	
10:30 - 12:00		Continuation of the Workshop	
12:00 - 1:00		LUNCH	
1:30 - 3:00	Arrival Setting in Registration Opening Program Introduction of Participants Workshop Mechanics	School visit	
3:00 - 3:20		SNACKS	
3:20 - 5:00	Presentation of Initial Findings on English, Science and Math Teachers by Region	Insights from the school visit	
6:00 - 7:00		DINNER	
	Association Meeting	Social Hour/Closing Program	

Encls.: As stated

Reference: DepED Memorandum: No. 320, s. 2005

Allotment: 11-(D.O. 50-97)

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

CONFERENCES
PROGRAMS
PROJECTS
OFFICIALS

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