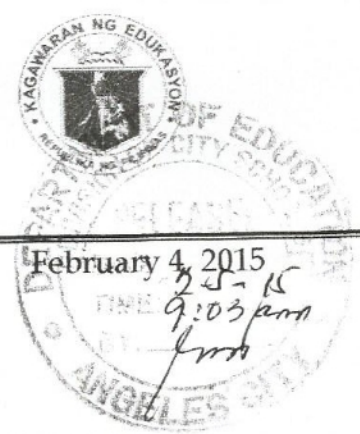




Department of Education
Region III
DIVISION OF CITY SCHOOLS
Angeles City

Jesus Street, Pulungbulu, Angeles City
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DIVISION MEMORANDUM

No. *24*, s. 2015

**CREATION OF THE SENIOR HIGH SCHOOL DIVISION TASK FORCE
(SHS-DTF)**

**To: Asst. Schools Division Superintendent
Education Program Supervisors
Public Schools District Supervisors
Heads of Public and Private Elementary and Secondary Schools
Administrator, ACNTS
All Others Concerned**

1. In order to respond more fully to the implementation of the Senior High School Program under the Enhanced Basic Education Program of the Department of Education, the Senior High School Division Task Force (SHS-DTF) is hereby created with the membership as follows:

CHAIR : DR. NICOLAS T. CAPULONG
Schools Division Superintendent
CO-CHAIR : HON. EDGARDO "EDU" PAMINTUAN, JR.
Head, City Council Committee on Education

MEMBERS:

Asst. Schools Division Superintendent - **DR. IMELDA P. MACASPAC**
SHS Focal Person - **LOURDES G. DELA CRUZ, EPS-I**
Division Physical Facilities Coordinator - **EMERITO C. NICDAO, EPS-I**
Planning Officer - **MARILOU Q. CASTRO**
Division PSSPA President - **ESTRELITA D. LECAROS**
Division PESPA President - **JOEL E. MASANGKAY**
Fed. PTA President - **MARIO VELASCO**
Division IT Personnel - **AVENEIR MENDOZA**

2. The SHS-DTF will be assisted by the sub-committees listed in enclosure no.1 of this Memorandum.
3. The functions of the SHS-DTF are as follows:
- a. prepare the Division Senior High School Plan;
 - b. conduct SHS campaign and advocacy;
 - c. forge partnerships with the stakeholders for SHS implementation;
 - d. conduct site appraisal and validation of SHS implementing schools;
 - e. assist schools in the preparation of SHS resource requirements;
 - f. coordinate the SHS Division Plan with all the concerned;
 - g. perform other related tasks.
4. Prompt and wide dissemination of this memorandum is desired.

NICOLAS T. CAPULONG, Ph. D., CESO IV
Schools Division Superintendent

A. SITE APPRAISAL COMMITTEE

CHAIR: EMERITO C. NICDAO

EPS-I, Division Physical Facilities Coordinator

MEMBERS:

MARILOU Q. CASTRO

Planning Officer

LOURDES G. DELA CRUZ

EPS-I, SHS Focal Person

ENGR. NORMA P. CABIGTING

Division Project Engineer

B. INFORMATION DISSEMINATION COMMITTEE

CHAIR: LOURDES G. DELA CRUZ

EPS-I, SHS Focal Person

MEMBERS:

RITA P. BUNDALIAN

Master Teacher

HILDA COCHON

Master Teacher

BENJAMIN TAMAYO

Master Teacher

C. FINANCE COMMITTEE

CHAIR: ORLENE SANTOS

Public Schools District Supervisor

MEMBER:

ANA MERLA MAGTOTO

School Principal

D. NETWORKING AND LINKAGES COMMITTEE

CHAIR: ROCHELLA C. DAVID

EPS-I

MEMBERS:

ANASTACIA NIMFA P. AQUINO

School Principal

EMELITA Z. GOMEZ

School Principal

E. TEACHER DEVELOPMENT COMMITTEE

CHAIR: LYN V. LANSANGAN

OIC- GOVERNANCE

MEMBERS:

LEONIDA K. QUINTO

Public Schools District Supervisor

LOURDES G. DELA CRUZ

EPS-I, SHS Focal Person

VICTORIA TORRES

School Head

F. CURRICULUM DEVELOPMENT COMMITTEE

CHAIR: VICTORIANA P. BONDOC

OIC- Curriculum Implementation Division

MEMBERS:

REYNALDO CABRERA

School Principal

NENITA ORQUIA

School Head

FE CAMAYA

School Principal

G. PHYSICAL FACILITIES COMMITTEE

CHAIR: EDGAR L. MANABAT

EPS-I

MARIA ERIKA P. BALBOA

Supply Officer

ELVIE PANLILIO

Property Custodian-North District

JOSELITO G. GONZALES

Property Custodian-East District

DARWIN C. CASTAÑEDA

Property Custodian-West District

LARRY L. MIRANDA

Property Custodian-South District

H. INVENTORY COMMITTEE

CHAIR: MARIA ERIKA P. BALBOA

Supply Officer

MEMBERS:

DISTRICT SUPPLY OFFICERS

EDGAR L. MANABAT

EPS-I

SCHOOL PROPERTY CUSTODIANS