

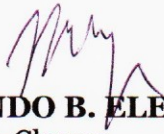


Republic of the Philippines  
Department of Education  
Cordillera Administrative Region  
**BAGUIO CITY DIVISION**  
#82 Corner Military Cut-off, Baguio City  
Tel. No. 074-442-7819 Fax No. 074-442-7819



DIVISION MEMORANDUM  
No. 85, s. 2011

To: Heads, Public and Private Elementary and Secondary Schools

From:  **FERNANDO B. ELEPONGA, Ed.D.**  
Officer-in-Charge

For: **ELLEN B. DONATO, Ed.D., CESO IV**  
Schools Division Superintendent

Subject: **Reorganizational Meeting and Planning Workshop of Division  
Federation of Social Studies Teachers**

Date: September 19, 2011

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1. The reorganizational meeting of the Division Federation of Social Studies teachers will be conducted on September 23, 2011 (Friday) at 4:00 o'clock sharp in the afternoon at Quezon Elementary School Function Hall.
  2. The elected officials will have a planning workshop on September 24, 2011 (Saturday) from 8:00-5:00 sharp at Baguio City National High School, Room II-Chastity, ESF Building. One-day service credit will be given to the teacher-participants and Compensatory Overtime Credit (COC) to the non-teaching personnel. The following activities will be undertaken:
    - a. Turn-over of responsibilities by the outgoing officials to the incoming officials;
    - b. Development of Constitution and By-laws of the Federation;
    - c. Revisit the mandated activities of Social Studies; and
    - d. Action planning for school years 2011-2012 and 2012-2013.
  3. A registration fee of two hundred pesos will be charged from each participant to defray the expenses for the workshop materials, 2 snacks and lunch, and other incidental expenses.
  4. Immediate and wide dissemination of this memorandum is desired.

\* ONE TEACHER ONLY PER SCHOOL