



December 15, 2018

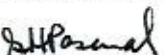
DIVISION MEMORANDUM

No. 265 2018

TO: All Public Elementary School Principals
All Public Secondary School Principals
All Elementary School Head Teachers

YEAR-END CAPACITY BUILDING ACTIVITY on FIRMING UP INTER ASSOCIATIONAL COLLEGIALITY

1. This Office announces the conduct of the Year-End Capacity Building Activity on Firming Up Inter Associational Collegiality for all members of the Public Elementary School Principals and Public Secondary School Principal Association on December 20-21, 2018 at Morong Star, Morong Bataan
2. This aims to:
 - a. define the association's role, responsibility and contribution to the mutual growth of one another and as inter-association
 - b. identify areas for improvement and factors beneficial for all members;
 - c. initiate the formulation of common agreements.
3. Participants to this training are
 - Elementary School Prinicpal-35
 - Secondary School Principals-17
 - Resource Speakers- 5
4. Inclosure No. 1 contains the Training Matrix.
5. A registration fee of P 2, 500 shall be collected to cover the expenses on the food and accommodation and P 1,000 for the transportation to be charged against local funds (MOOE or School Canteen), subject to the usual accounting and auditing rules and procedures.
6. Wide dissemination of the content of this Memorandum is earnestly desired.


GERMELINA H. PASCUAL, CESO V
Schools Division Superintendent



SCHOOLS DIVISION OF SAN JOSE DEL MONTE CITY

San Ignacio St., Poblacion, City of San Jose del Monte

**Firming Up Inter Associational Collegiality: A Year-End Capacity Building Activity
 December 20-21, 2018**

Time	Day 1	Time	Day 2
8:00-8:30	Registration	8:00-8:30	Physical Fitness Program
8:30-9:30	Physical Fitness Program		
9:30-10:00	Am Snacks	8:30-9:00	Preliminaries
10:00-11:00	Opening Program Keynote Speaker Schools Division Superintendent GERMELINA H. PASCUAL, Ceso V	9:00-9:30	AM Snacks
11:00-12:00	The Roles and Responsibilities of the Association in an Institution Assistant Schools Division Superintendent Maria Carmen P. Cuenco Ed. D, Ceso V	9:30-12:00	Identifying Areas for Improvement and Beneficial Factors for the Members Facilitators PESPA/ PSSPA Secretaries
12:00-1:00	Lunch Break	12:00-1:00	Lunch Break
1:00-2:30	Some Things to Think About In Keeping an Association Functional Bernadette B. Rosaroso- Education Program Supervisor	1:00-2:30	Initiating Common Agreements Facilitators PESPA/ PSSPA Presidents and Vice Presidents
2:30-4:00	Focusing on the Ultimate Goal of the Association Manuel P. Dela Cruz	2:30-3:30	Presentation of Final Output
		3:30-4:00	Evaluation of the Activity
		4:00-4:30	Closing Program
4:00-5:00	Open Forum	4:30	Home Sweet Home

Prepared by:

ENGR. DANILO A. CASAS
 President, PSSPA

LOURDES A. SOLOMON
 President- PESPA