Republic of the Philippines

Department of Education

Region VII, Central Visayas

DIVISION OF CEBU PROVINCE

**LILO-AN NATIONAL HIGH SCHOOL**

Poblacion, Lilo-an, Cebu 6002

June 7, 2017

**SCHOOL MEMORANDUM**

**No. 01, s. 2017**

**1st FACULTY MEETING**

TO: All JHS & SHS Teachers

1. This Office hereby informs everyone of the 1st Faculty Meeting scheduled on June 8, 2017 @ 1:00 o’clock in the afternoon, 4th Floor of SHS Building.

Agenda:

1.1) Echo the District Meeting this afternoon (6-7-2017)

1.2) Echo the Barangay Meeting attended by Ms. Uraca.

1.3) Creation of 2 School Coordinators, 1 per Shift.

1.4) Homeroom PTA Organization

1.5) School-based Ranking Committee for Re-calibration.

1. Immediate dissemination and compliance with this Memorandum is expected.

**CARMELITO M. LAURON, SR.**

 Assistant School Principal II

DISTRIBUTION:

1 copy for the Guidance Office

1 copy for the Faculty Club

1 copy for the Bulletin Board

1 copy on file