



Republic of the Philippines
DEPARTMENT OF EDUCATION
Caraga Administrative Region
Butuan City



May 15, 2018

REGIONAL MEMORANDUM


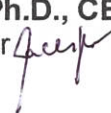
No. 273, s. 2018



CARAGA REGIONAL ASSOCIATION OF SECONDARY SCHOOL ADMINISTRATORS (CARASSA) BOARD MEETING

To: Schools Division Superintendents
Asst. Schools Division Superintendents
CARASSA Officers & Board of Directors

1. The Caraga Regional Association of Secondary School Administrators (CARASSA) shall hold its One-day Board Meeting on May 18, 2018 at Bulwagan ng Karunungan, Regional Office, J. Rosales Avenue, Butuan City from 8:00 a.m. to 5:00 p.m.
2. The objectives of the activity are:
 - a. 2018 CARASSA Congress Plans and Actions;
 - b. CARASSA/DASSA Membership and Benefits;
 - c. CARASSA Sponsored Review Classes – SHS/JHS Non LET Passers; and
 - d. Other Matters.
3. The participants of this meeting are the officers of CARASSA and the members of the Board of Directors including the CARASSA consultant, Dr. Isidro M. Biol, Jr.
4. A registration fee of Five Hundred Pesos (P500. 00) shall be collected from each participant to defray expenses for lunch and 2 snacks and other related expenses. The registration fee and travelling expenses of participants shall be charged against the local/PTA/School Board funds subject to the usual accounting and auditing rules and regulations.
5. Wide and immediate dissemination of this memorandum to all concerned is highly desired.


BEATRIZ G. TORNO, Ph.D., CESO IV
Regional Director 

Encl: As stated.

Reference: None.

Allotment: 2 – (D.O. 50-97)

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

ORGANIZATION CONFERENCE MEETING CONGRESS

clmd01/imb
5/15/18



Republic of the Philippines
DEPARTMENT OF EDUCATION
Caraga Administrative Region
**Caraga Region Association of Secondary School Administrators
(CARASSA)**



Sec. Reg. No. HI999-00500 SO No. 185, s. 1999

May 11, 2018

BEATRIZ G. TORNO, Ph. D., CESO IV
OIC, Office of the Regional Director
Deped, CARAGA

Madam:

CARASSA once again is requesting AUTHORITY to hold a 1- day board meeting on Friday, May 18, 2018 at 8:00 o'clock in the morning at the Regional Training Center, to discuss vital concerns relevant to CARASSA Activities, as follows;

1. 2018 CARASSA Congress Plans and Actions
2. CARASSA/DASSA Membership and Benefits
3. CARASSA Sponsored Review Classes – SHS/JHS Non LET Passers ✓
4. Other Matters ✓

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A registration fee of P 500.00 shall be collected for 2 snacks, 1 lunch and other related expenses during the Board Meeting.

Registration, transportation and other incidental expenses while attending the Board Meeting are chargeable against local/PTA/School Board funds, subject to auditing and accounting rules and regulations.

Your approval to this request is highly appreciated.

God Bless...

Sincerely yours,

TEODORO N. PLAZA, Ed. D.
Principal IV
President, CARASSA

Approved:


BEATRIZ G. TORNO, Ph. D., CESO IV
OIC-Regional Director