



Republic of the Philippines
Department of Education
Region V
SCHOOLS DIVISION OF SORSOGON


Division Memorandum

No. 167, s. 2025

SORSOGON ASSOCIATION OF PUBLIC SECONDARY SCHOOL HEADS, INC. (SAPSSHI) ANNUAL GENERAL ASSEMBLY AND FIRST QUARTERLY CONFERENCE

To: Assistant Schools Division Superintendent
Secondary School Heads
Integrated School Heads
All Other Concerned

1. The **Sorsogon Association of Public Secondary School Heads, Inc (SAPSSHI)** will hold its **Annual General Assembly and First Quarterly Conference** on **July 17-18, 2025** at **Luckyland Resort, Brgy. San Roque, Bacon District, Sorsogon City**.
2. The assembly and conference aims to provide an ideal setting for School Heads to align their strategies with the division programs, projects, and activities, fostering collaboration and knowledge-sharing to address governance challenges in accordance with RA 9155.
3. Participants in this activity are Secondary School Heads and Integrated School Heads whose attendance is on **Official Business**.
4. A Registration Fee of **Three Thousand Five Hundred Pesos (Php 3,500.00)** shall be charged to each participant. This fee covers accommodation, meals and other related expenses chargeable to School Maintenance and Other Operating Expenses (MOOE) and other sources subject to the usual accounting and auditing rules and regulations.
5. Participants are advised to **pre-register** on or before **July 14, 2025**, with the SAPSSHI Treasurer, Eva B. Reduta.
6. This memo will serve as **Travel Authority**.
7. For information and guidance.


JOSE L. DONCILLO, CESO V
Schools Division Superintendent



Balogo Sports Complex, Balogo, Sorsogon City, Sorsogon 4700

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Annex A

SORSOGON ASSOCIATION OF PUBLIC SECONDARY SCHOOL HEADS, INC. (SAPSSHI)
GENERAL ASSEMBLY AND FIRST QUARTERLY CONFERENCE

July 17-18, 2025

Luckyland Resort, Brgy. San Roque, Bacon District, Sorsogon City

Day 1: July 17, 2025	
12:00-2:00pm	Arrival/Registration of Participants Opening Program Prayer National Anthem Bicol Regional March Presentation of Participants Welcome Remarks
2:00-5:00pm	Superintendent's Time - JOSE L. DONCILLO, CESO V Schools Division Superintendent SAPSSHI President's Report SAPSSHI Treasurer's Report
5:00-6:00pm	Election of SAPSSHI Officers
6:00-7:00pm	Dinner
7:00pm	Fellowship Night/Send Off/Recognition of New School Heads/Retirees
Day 2: July 18, 2025	
6:00-7:00am	Breakfast
7:00am-9:00am	Sharing of Best Practices- ROGER G. HALLIG, JR., PhD NAPSSPHIL/NEAP Awardee, Outstanding-Inspiring Principal of the Philippines
9:00am-onwards	Orientation on the Implementation of Performance Management and Evaluation System (PMES/PRIME-HR - CHERYLL V. BERMUDO, CESE Assistant Schools Division Superintendent Closing Program/Distribution of Certificates



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Annex B

EXECUTIVE COMMITTEE

JOSE L. DONCILLO, CESO V
Schools Division Superintendent

CHERYLL V. BERMUDO, CESE
Assistant Schools Division Superintendent

ALEX A. RODRIGUEZ
School Principal III, SAPSSHI President

TECHNICAL WORKING GROUP (TWG)

ROGER G. HALLIG, JR., PhD
Over-all Chairperson, General Assembly/Quarterly Conference

Committee	Chairperson
Venue and Accomodation	Jonel Maquinana
Program/Invitation	Dennis Mataverde
Certification	Ranil Millares
Documentation	Cyril del Valle
Logistics/Registration	Eva Reduta
EleCom	Amadeo Laguda/ Ramon Estur



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