MEMORANDUM

TO: OIC- Assistant Schools Division Superintendent
    OIC Chiefs - CID and SGOD
    Division Official and Personnel
    Public Schools District Supervisors
    Elementary and Secondary School Heads
    All Other Concerned

FROM: DR. ROMMEL C. BAUTISTA, CESO V
      City Schools Division Superintendent

SUBJECT: BASKETBALL TOURNAMENT MEETING AND PLANNING
         FOR TEACHERS’ DAY CELEBRATION

DATE: July 6, 2018

As part preparation for the Teachers’ Day Celebration, there will be an urgent
meeting and planning about Basketball Tournament on July 9, 2018, 4PM onwards at San Jose
National High School.

The aforementioned meeting will discuss the following agenda:

1. Procedures/ guidelines of the basketball tournament.
2. Different committees involved.
3. Resources needed for the tournament.
4. Awarding
5. Other matters

Attendees are the following:

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<th>PSDS</th>
<th>PRINCIPALS (Elem)</th>
<th>PRINCIPALS (Secondary)</th>
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<tr>
<td>Mr. Michael Tayona (PSDS Representative)</td>
<td>Mr. Tito Caba Caba</td>
<td>Dr. Rommel Beltran</td>
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<td></td>
<td>(San Isidro ES)</td>
<td>(San Jose NHS)</td>
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<td>Dr. Ferdinand Millan (Juan Sumulong ES)</td>
<td>Mr. Ronaldo Ata</td>
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<td>(San Isidro NHS)</td>
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<td>Dr. Romeo Rodriguez Jr. (Mayamol ES)</td>
<td>Mr. Nixon Maximo</td>
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<td>(Cupang NHS)</td>
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Immediate dissemination of this Memorandum is earnestly desired.