



Republic of the Philippines  
Department of Education  
Region V (Bicol)  
**DIVISION OF CATANDUANES**  
Virac, Catanduanes



**RELEASED**

September 9, 2013

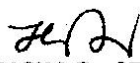

**DIVISION MEMORANDUM**  
No. 59, s. 2013

DepEd-Division of Catanduanes  
**RECORDS SECTION**  
Date SEP 16 2013  
Time 1:28 P  
By [Signature]

**1<sup>ST</sup> DIVISION SECONDARY ENGLISH TEACHERS CONVENTION AND INDUCTION OF THE SECONDARY ENGLISH TEACHERS ASSOCIATION OF CATANDUANES (SETAC) OFFICERS**

**To: Secondary School Heads**  
**Secondary English Teachers Association of Catanduanes (SETAC) Officers & Members**

1. Corollary with the results of the National Achievement Test (NAT) and with aim of targeting this year's Annual Performance and Work Plan in English, this Office announces the 1<sup>st</sup> Division Secondary English Teachers Convention and Induction of Secondary English Teachers Association of Catanduanes (SETAC) Officers on **October 18, 2013** at Raddell Inn, Virac, Catanduanes.
2. This year's convention theme focus on " SETAC: One Voice, One Goal, One Mission".
3. The convention aims to ;
  - a. Enhance Secondary English Teachers competencies in targeted skills and programs in English subject.
  - b. Provide an association that would cater to the concerns and issues of Secondary English teachers in the division.
4. Participants to this convention are all Secondary English Teachers in the 41 secondary schools in our division and the newly elected officers of the Secondary English Teachers Association of Catanduanes (SETAC).
5. Travel and registration fee of P 300 shall be charged each participant to cover meals for 2 snacks and 1 meal. (lunch), and handouts, chargeable against school's MOOE/local funds subject to accounting and auditing rules and regulations, and membership fee of P 200 chargeable to the participants.
6. Attached are Program of activities and the newly elected officers to be inducted.
7. For information, wide dissemination and compliance.

  
**JOSE L. DONCILLO, CESO VI**  
Assistant Schools Division Superintendent  
Officer In-Charge 

**PROGRAM OF ACTIVITIES**  
**1st Division Secondary English Teachers Convention and Induction of Secondary English**  
**Teachers Association of Catanduanes (SETAC) Officers**  
**October 18, 2013**  
**Rakdell Inn, Virac, Catanduanes.**

<b>TIME</b>	<b>ACTIVITIES/TOPICS</b>	<b>RESOURCE PERSON/FACILITATOR</b>
7:30- 8:30	Registration	
8:30 – 9:30	OPENING PROGRAM/Program Orientation	SETAC Committee
9:30-9:45	Break	
9:45- 10:45	Campus Journalism	Dr. Gina B. Pantino
10:45- 11:45	Enhancing Reading Skills	Mrs. Josalie Tonio
11:30-1:00	Lunch Break	
1:00 – 2:30	Test Construction in English	Mrs. Sonia Prensader
2:30 - 3:00	Break/Clearing House	
3:00 - 6:00	Closing/Induction Program/Socials	SETAC Officers



**SECONDARY ENGLISH TEACHERS ASSOCIATION OF CATANDUANES  
(SETAC) OFFICERS**

President:	Evelia P. Malijan
Vice President:	Rosita R. Marino
Secretary:	Kimberly V. de la Rosa
Treasurer:	Ave T. Bernal
Auditor:	Shiela Rose M. Bautista
M.M.O.:	Loraine D. Taule
Business Managers :	Glenn O. Valledor Juvit C. Competente
Peace Officers :	Ruel C. Fernandez Josepito V. Tubo
Muse:	Evelyn R. Ofindo
Escort:	Alvin Vargas
Representative:	Zone 1: Judy C. Estacio Zone 2: Kristine Carla T. Rojas Zone 3: Haidee T. Dominguez Zone 4: Irene Aguilar CNHS: Maria Donna T. Abundo

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**DIVISION WORKING COMMITTEES**

Program:	(Convention)	Ruel C. Fernandez Shiela Rose M. Bautista
	(Induction)	Glenn C. Valledor Kimberly V. de la Rosa
Invitation:		Rosita R. Marino Judy C. Estacio
Registration:		Irene Aguilar Ave T. Bernal
Stage Decoration:		CNHS English Teachers
T-shirt Printing / ID (Blue green):		Glenn O. Valledor Alvin Vargas

*Jan*