



Republic of the Philippines
Department of Education
Region IV-A (CALABARZON)
DIVISION OF CAVITE
Trece Martires City



September 11, 2015

TO: Assistant Schools Division Superintendent
OIC-Assistant Schools Division Superintendent
Chief-CID/SGOD
Education Program Supervisors
Public Schools District Supervisors
Public/Private Elementary/Secondary School Heads

NOTICE OF MEETING

Please be informed that there will be a Finalization Meeting of the Division Technical Working Group for the 2015 Division Science and Technology Fair and Congress on September 14, 2015, 2:00 to 5:00 PM at ALS Center, Division Office, Trece Martires City.

Agenda will be the following:

1. Program flow of Activities
2. Supplies and materials for the Quiz, Fair & Documentation
3. Budget & Registration fee
4. Secretariat/Reports on the conduct of DSTFC and Consolidation of results for submission to Regional Office
5. Certificates & Awards

To attend the finalization meeting are the following:

1. Planning Team: Amelita Buenaente, Mila Norcio, Susan Aquino, Felino Sidocon Jr.
Yoly Penales, Eliza Hernandez, Magdaleno Lubigan, Mila Torres
2. Finance & Registration: Dr. Cristy Austria, Flor de la Rosa, Thelma Samson
Annaliza Poniente,
3. Contest TWG/TaskForce: SIP -Sally delaCruz, Ayna Mapano, Jacquelyn Ureta, Eliaquim Bisa
Sci-Quiz -Loida Arce, Marissa Rodil, Marilyn Villanueva, Mila Torres, Charlie Nuestro
Rina Romilla, Ruby Bautista
Sci Action Research -Ferdie De Castro
Sci Art - Fely Vejerano
Sci-Jingle- Are Aba
Robotics- Feliza Matel, Rex Tosco, Jo Samson
3. Test materials: Ofella Vericio, Hazel Castro
Helen Aure, Geli Federoso
4. Certificates & Awards: Arceli Petrasanta
Sheila Bello
5. Documentation Secretariat/Reports on the conduct of DSTFC and Consolidation of results for submission to Regional Office : Aurora Chavez, Belinda Loyola, Lucila Villanueva
6. CESSKAA Officers (Elementary)
7. Cavite Association of Science Learning Leaders (CASLL) Officers (Secondary)

Attendance is a must and please do not send representative.

Travel Expenses of the participants to the said meeting shall be charged against school/local funds subject to the accounting and auditing procedures.

DAISY Z. MIRANDA
OIC- Office of the Assistant Schools Division Superintendent