



Republic of the Philippines
Department of Education
National Capital Region
DIVISION OF CITY SCHOOLS
San Francisco HS Compd., Misamis St.,
Bago Bantay, Quezon City



September 11, 2009

MEMORANDUM TO:

Asst. Schools Division Superintendents
Division/District Supervisors
Elementary/Secondary School Principals
Head Teachers and Teachers In-Charge
Section Chiefs

**SUBJECT: VISITA ESCUELA 2009
(SECOND WAVE)**

With the tremendous success of the FIRST WAVE OF VISITA ESCUELA held last December 14, 2008 and with the objective of further benchmarking and emulating the best practices of exceptional schools in the Division, the SECOND WAVE will be held on September 28, 2009. The schools on focus this time are Payatas C Elementary School, Gen. Roxas Elementary School, San Francisco High School and North Fairview High School. The assembly place is the first school to be visited at 7:00 A.M. by each group. Use of the multicabs of the school is authorized. Hereunder are the following information regarding the activity:

- * Grouping
- * General Schedule of Activities
- * Schedule of Activities per Group

Please be guided accordingly.

GROUPING:

- Group I - Lead Person: Dr. Betty C. Cavo
CD I Administrators / Division/District Supervisors
Section Chiefs of Budget, Accounting, Admin. & Property
- Group II - Lead Person: Dr. Meleda H. Polita
CD II-A Administrators / Division/District Supervisors
Section Chiefs of Personnel, Records & Planning
- Group III - Lead Person: Dr. Rowena A. Cacanindin
CD II-B Administrators / Division/District Supervisors
Section Chiefs of Medical, Dental, & Infra
- Group IV - Lead Person: Dr. Corazon C. Rubio
CD III & IV Administrators / Division/District Supervisors

GENERAL SCHEDULE OF ACTIVITIES:

7:00 am	- Assembly Time
7:00 - 8:30 am	- Tour of Venue 1
8:30 - 9:00 am	- Travel Time to Venue 2
9:00 - 10:30 am	- Tour of Venue 2
10:30 -11:00 am	- Travel Time to Luncheon Venue
11:00 - 1:00 pm	- Lunch Break
1:00 - 1:30 pm	- Travel Time to Venue 3
1:30 - 3:00 pm	- Tour of Venue 3
3:00 - 3:30 pm	- Travel Time to Venue 4
3:30 - 5:00 pm	- Tour of Venue 4

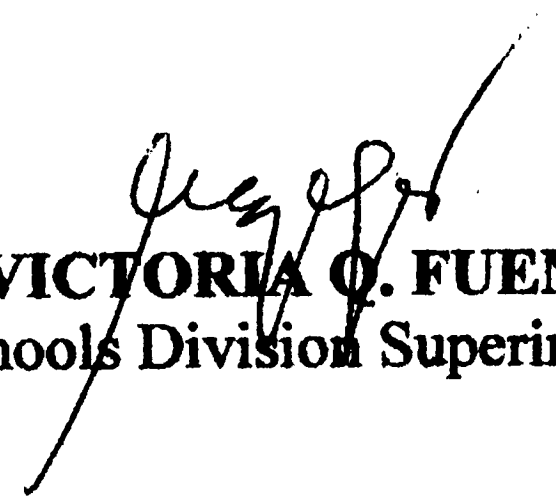
SCHEDULE OF ACTIVITIES PER GROUP:

Time	7:00 – 8:30	9:00 – 10:30	11:00 – 1:00	1:30 – 3:00	3:30 -5:00
Group I	Gen. Roxas ES	SFrancisco HS	Lunch Break	Payatas C ES	NFairview HS
Group II	SFrancisco HS	Gen. Roxas ES	Lunch Break	NFairview HS	Payatas C ES
Group III	Payatas C ES	NFairview HS	Lunch Break	Gen. Roxas ES	SFrancisco HS
Group IV	NFairview HS	Payatas C ES	Lunch Break	SFrancisco HS	Gen. Roxas ES

Host principals must provide a "MUST SEE" list of places of interest which no visiting principal should miss. They are likewise advised not to serve any food or drinks except a very light breakfast of coffee and pandesal. Neither should they prepare tokens for the guests.

Participants will be treated to a buffet lunch at Kamayan, West Avenue, Quezon City. Drivers are not included.

Immediate and wide dissemination of this Memorandum to all concerned is desired.


VICTORIA O. FUENTES
Schools Division Superintendent



Republic of the Philippines
Department of Education-National Capital Region
DIVISION OF CITY SCHOOLS
QUEZON CITY
Nueva Ecija Street, Bago Bantay, Quezon City, Metro Manila
www.cityschoolsqc.ph



Office of the Schools Division Superintendent

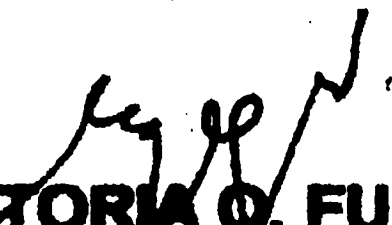
05 December 2008

DIVISION MEMORANDUM
No. 524, s. 2008

COMPULSORY PARTICIPATION IN THE "VISITA ESCUELA"
SCHOOL INTERVISITATION LAUNCHING ACTIVITY
ON DECEMBER 11, 2008

TO: Assistant Schools Division Superintendents
Assistant Department Head III
Administrative Officers
Division and District Supervisors
Elementary and Secondary School Principals
Chiefs of Services

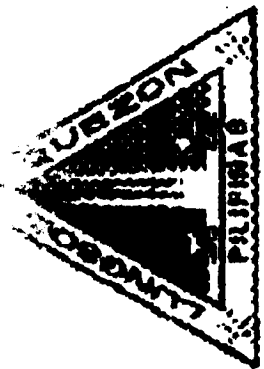
1. In order to ensure the realization of breaking all barriers for peak performance through school intervisitations, all concerned division, district and school officials are required to participate in the launching activity on Thursday, December 11, 2008;
2. Attention is invited to Division Unnumbered Memoranda dated November 18, 2008 and December 5, 2008, for the details of the said activity.
3. For guidance and strict compliance.


VICTORIA O. FUENTES
Schools Division Superintendent

Encl.: As stated
To be indicated in the Perpetual Index
under the following subjects:

SCHOOL INTERVISITATIONS
PROGRAMS
BENCHMARKING

VQF/m4+!



Republic of the Philippines
Department of Education
National Capital Region
DIVISION OF CITY SCHOOLS
San Francisco HS Compd., Misamis St.,
Bago Bantay, Quezon City

Defined

November 18, 2008

MEMORANDUM TO:

Asst. Schools Division Superintendents
Division/District Supervisors
Elementary/Secondary School Principals
Head Teachers and Teachers In-Charge
Section Chiefs

SUBJECT: SCHOOL INTERVISITATIONS

With the objective of breaking all barriers for peak performance through School Intervisitations, this Division will launch a "VISITA ESCUELA" focusing on four (4) selected schools, namely, Batasan Hills Elementary School, Manuel L. Quezon Elementary School, Commonwealth High School, and Maligaya High School. This will be on December 11, 2008, Thursday from 7:30 AM to 5:30 PM. The assembly place is the first school to be visited at 7:30 a.m. by each group. Use of the multicab of the school is authorized. Hereunder are the following information regarding the activity:

- * Grouping
- * General Schedule of Activities
- * Schedule of Activities per Group

Please be guided accordingly.

GROUPING:

Group I - Lead Person: Dr. Betty C. Cavo
CD I Administrators / Division/District Supervisors
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Section Chiefs of Medical, Dental, & Infra

Group IV - Lead Person: Dr. Corezon C. Rubio
CD III & IV Administrators / Division/District Supervisors

7:30 am
7:30 - 9:00 am
9:00 - 9:30 am
9:30 - 11:00 am
11:00 - 11:30 am
11:30 - 1:30 pm
1:30 - 2:00 pm
2:00 - 3:30 pm
3:30 - 4:00 pm
4:00 - 5:30 pm
5:30 - 6:00 pm

Assembly Time
- Tour of Venue 1
- Travel Time to Venue 2
- Tour of Venue 2
- Travel Time to Luncheon Venue
- Lunch Break
- Travel Time to Venue 3
- Tour of Venue 3
- Travel time to Venue 4
- Tour of Venue 4
- Travel Time back home

SCHEDULE OF ACTIVITIES PER GROUP:

Time	7:30 - 9:00	9:30 - 11:00	11:30 - 1:30	2:00 - 3:30	4:00 - 5:30
Group I	M.L. Quezon ES	Conn. HS	Lunch Break	Maligaya HS	Batasan Hills ES
Group II	Conn. HS	M.L. Quezon ES	-do-	Batasan Hills ES	Maligaya HS
Group III	Batasan Hills ES	Maligaya HS	-do-	Conn. HS	M.L. Quezon ES
Group IV	Maligaya HS	Batasan Hills ES	-do-	M.L. Quezon ES	Conn. HS

Host principals must provide a "MUST SEE" list of places of interest which no visiting principal should miss. They are likewise advised not to serve any food or drinks nor prepare any tokens for the guests, except a very light breakfast of coffee and pandesal. Participants will be treated to a buffet lunch at TRAMWAY, Timog, Avenue, Quezon City. Drivers are not included.

Immediate dissemination of this Memorandum to all concerned is desired.

[Signature]
VICTORIA Q. FUENTES
Schools Division Superintendent

RAC/gms
Memo School Intervisitations - CD II-B