



Republic of the Philippines  
Department of Education  
National Capital Region  
**DIVISION OF CITY SCHOOLS**  
**QUEZON CITY**  
Nueva Ecija St., Bago Bantay,



September 6, 2012

**MEMORANDUM TO:**

Assistant Schools Division Superintendents  
Division Supervisors  
Secondary School Principals,  
Head Teachers/Chairmen/Master Teachers

**DIVISION MEETING IN SECONDARY MATHEMATICS**

In line with the implementation of the Division's Programs and Projects in Secondary Mathematics for SY 2012 - 2013, the third division meeting of all Mathematics Head Teachers, Chairmen and Master Teachers will be held at Manuel Roxas High School on September 11, 2012 from 8:00 A.M. to 11:30 A.M. for afternoon teachers and 1:00 P.M. to 4:30 P.M. for morning teachers.

The following agenda will be discussed:

1. Update on the Calendar of Activities for SY 2012 - 2013
2. Search for Outstanding Mathematics Teacher/Exemplary Mathematics Teacher
3. Result of the First Periodical Test
4. Analysis of the unmastered skills of the NAT Result( Fourth Year)
5. MTAP Program for Excellence ( Average and Talented Group)
6. Regional MTAP Convention
7. Other matters.

All concerned are requested to come early in the morning session for the demonstration lesson of **MS. Hanalita R. Ysulat**, a Grade 7 teacher from the same school.

It is requested that special arrangement be made to avoid disruption of classes.

Immediate dissemination of this Memorandum to all concerned is desired.

**CORAZON C. RUBIO, CESO VI**  
Schools Division Superintendent