



Republic of the Philippines
Department of Education
CARAGA REGION



September 20, 2022

REGIONAL MEMORANDUM
No. 0826, s. 2022

To: SCHOOLS DIVISION SUPERINTENDENTS
CARASSA Officers and Board of Directors
This Region

**CARAGA REGIONAL ASSOCIATION OF SECONDARY SCHOOL
ADMINISTRATORS (CARASSA) BOARD MEETING**

1. The Caraga Region Association of Secondary School Administrators (CARASSA) shall have its 1-day CARASSA Board Meeting on September 27, 2022 at 8:00 AM – 5:00 PM at Rosario's Grill and Restaurant, Butuan City.
2. The objectives of this meeting are to:
 - a. present the official audited financial reports of the CARASSA Treasurer;
 - b. present and approve the 21st CARASSA Congress Activity Design;
 - c. discuss and finalize the proposed 21st CARASSA Congress; and
 - d. other matters
3. A registration fee of PHP 1,000. 00 shall be collected from each participant to defray expenses such as one (1) meal, two (2) snacks and other incidental expenses including transportation chargeable against local funds subject to the usual auditing rules and regulations.
4. Immediate dissemination of this Memorandum to all concerned is highly desired.


MA. GEMMA MERCADO LEDESMA
Regional Director 

Encl.: As stated.

Reference: None

To be indicated in the Perpetual Index
under the following subjects:
ASSOCIATION MEETING

CLM/imb
09/20/2022



Address: J.P. Rosales Avenue,
Butuan City
Trunkline No: (085) 342-8207
Telefax No: (085) 342-5969
Email: caraga@deped.gov.ph



2022-09-12360

Document Control No:
DepEdRO13-F-REC-013/R3/02-18-2020



Republic of the Philippines
DEPARTMENT OF EDUCATION
Caraga Region



**Caraga Region Association of Secondary School Administrators
(CARASSA)**

Sec. Reg. No. HI999-00500 SO No. 185, s. 1999

September 20, 2022

MA. GEMMA M. LEDESMA

Regional Director
Department of Education
Caraga Region

2022-09-12352

SEP 20 2022

1:52

Dear Madame:

The Caraga Regional Association of Secondary Schools Administrators (CARASSA) is requesting from your good office for the approval to hold a 1-day CARASSA Board meeting on September 27, 2022 at the Rosario's Grill and Restaurant, Butuan City from 8:00 a.m. to 5:00 p.m. These are the following agenda to be taken up during the meeting, to wit;

1. Presentation of the official audited financial reports of the CARASSA Treasurer
2. Presentation and approval of the 21st CARASSA Congress Activity Design
3. Discussion and finalization of the proposed 21st CARASSA Congress
4. Other matters

As a matter of policy, we will strictly impose implementation of minimum health protocols set forth by the proper authorities.

A registration fee of ONE THOUSAND PESOS (P1,000.00) shall be collected from each participant for the one (1) meal and two (2) snacks and other incidental expenses including transportation chargeable against local funds and subject to the auditing rules and regulations.

Enclosed herewith the list of official participants for this board meeting.

Your positive approval to this request is highly appreciated.

Very truly yours,

DR. LEOPOLDO M. PULIDO
Principal IV/CARASSA President

APPROVED:

MA. GEMMA M. LEDESMA
Regional Director

CARASSA OFFICERS

President	DR. LEOPOLDO M. PULIDO
Vice President	DR. ELVINA G. MORON
Secretary	MR. FERNANDO M. CALO
Treasurer	Mrs. Jocelyn B. Pacon
Auditor	Mr. Eduardo J. Julve
Bus. Managers	Mr. Dennis Roa Dr. Arthur E. Jamera
P.I.O.	
Consultant	Dr. Isidro M. Biol
Advisers	Regional Director- Ma. Gemma M. Ledesma Asst. Regional Director Atty. Fiel Y. Almendra

CARASSA Board of Directors

Agusan del Norte	Ms. Arlyn V. Aguilor
Agusan del Sur	Marilou P. Curugan
Bayugan City	Mr. Efren B. Martel
Bislig City	Ms. Teresa D. Buray
Butuan City	Mr. Elmer M. Cataluna
Cabadbaran City	Mr. Filmar S. Anino
Dinagat Islands	Dr. Teresita P. Loca
Siargao Island	Dr. Jovy C. Liza
Surigao del Norte	Mr. Dindo P. Gipala
Surigao del Sur	Dr. Marcela Ortega
Surigao City	Ms. Trinidad T. Pulvera
Tandag City	Dr. Antonio M. Tinunga