

187
April 30, 1993

MEMORANDUM NO. 61
Series of 1993

T O: Dr. Paciencia P. Milan
Dr. Jimmy R. Rosillo
Dr. Federico R. Flores
Dr. Lucylen B. Ponce

R E: Implementation of the Laboratory High School

You are advised to complete the institutionalization of the Laboratory High School, in lieu of the Experimental Rural High School, in accordance with a resolution passed by the VISCA Board of Trustees through the following:

1. Drawing an organizational and functional structures for the Laboratory High School.
2. Listing of final distribution of the former ERHS staff and defining the mode of their administrative supervision including distribution of time reporting and responsibilities between the high school and their respective mother units.
3. Defining the responsibilities of the Coordinator in relation to the high school faculty on one hand and the degree granting units on the other hand.
4. Integration of projects of the former ERHS projects with the respective College units.

Please prepare and submit a final report on or before the beginning of classes in the First Semester.


M. R. VILLANUEVA
President