

FILE

247

June 23, 1967

MEMORANDUM NO. 72  
Series of 1967

TO: Mrs. Vita S. Polo

RE: OIC, Experimental Rural High School

By virtue of the powers vested in me by the Board of Trustees, you are hereby appointed Officer-in-Charge of the Experimental Rural High School, effective July 1, 1967, vice Dr. Federico R. Flores who has been appointed Chairman of the Department of Ag. Education and Extension effective on the same date. You are expected to perform the duties and responsibilities attached to the position of principal, including an internal reorganization of the high school structure, if needed, to attain maximum efficiency in its operation. Likewise, you are expected to take the leadership, in coordination with the Director of Instruction, in reviewing the present program of the high school to determine its long-term plan in the overall VISCA program and structure.

As OIC, you are entitled to all privileges normally accorded to the ERHS principal.

Congratulations!

*M. R. Villanueva*  
M. R. VILLANUEVA  
President

cc: Dr. F. R. Flores  
College Secretary  
ODI  
Personnel  
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