



# ST. ANDREW'S SCHOOL, INC.

Integrated Basic Education Department  
PAASCU Accredited

## OFFICE OF THE SCHOOL PRINCIPAL

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### SPECIAL CIRCULAR LETTER NO. 3

Academic Year 2024-2025

Date : 16 January 2025

To : ALL SAS PARENTS

**SUBJECT : 2<sup>nd</sup> QUARTER GENERAL ASSEMBLY  
& PARENT-TEACHER CONFERENCE (PTC)**

#### **Warm greetings from St. Andrew's School!**

As indicated in Circular Letter No. 6 for AY 2024-2025 dated 08 January 2025, please be reminded of the:

**2<sup>nd</sup> Quarter General Assembly and Parent-Teacher Conference (PTC)  
on Saturday, 18 January 2025.**

We would like to invite you, dear parents, to attend this gathering as important matters will be once again discussed in the assembly and conference. It will also be our way of updating you about the performance of your children during the second quarter assessment period.

There are **two (2) parts of the gathering**. The **first part** is the **General Assembly** in which significant update about school programs and affairs will be discussed. After this, you will be directed to the **second part**, which is the **Homerom Parent-Teacher Conference**.

Since this gathering is a school day, please be advised again that **your attendance will serve as the attendance of your child**.

Attached to this special circular letter is the program for your reference. Thank you very much and see you in the said gathering. May God bless us all.

**(SGD.) Mr. Lord Celeste E. Balo**  
School Principal



**ST. ANDREW'S SCHOOL**



# ST. ANDREW'S SCHOOL, INC.

475 Quirino Avenue, La Huerta, Parañaque City

## 2<sup>nd</sup> QUARTER GENERAL ASSEMBLY & PARENT-TEACHER CONFERENCE

18 January 2025 | Saturday

### I. GENERAL ASSEMBLY

PGS, MGS, SPED : 8:00 AM | JHS, SHS : 10:00 AM

- A. Opening Prayer
- B. Philippine National Anthem
- C. Welcome Message
- D. Academic Update and Report
- E. Student Affairs Update and 2024 Mission Fair Highlights
- F. EPPAC/SASPAC Report
- G. Highlights of Activities for the 2<sup>nd</sup> Quarter
- H. Closing Prayer
- I. SAS Hymn

### II. HOMEROOM PARENT-TEACHER CONFERENCE

(Immediately after the General Assembly, and to be facilitated by the Class Adviser)

- A. Opening Prayer
- B. Checking of Attendance
- C. Agenda:
  1. Calendar of Activities for the Month of February 2025
  2. Reminders for Graduating Students (Exit Levels only)
  3. Reiteration on the Birthday Celebration in the campus
  4. Advisory Class Concerns/Agenda
    - a. STEAM Week 2025
    - b. Intramurals 2025
    - c. Health Reminders
  5. Grade Viewing Reminders
- D. Closing Prayer



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