



Republic of the Philippines
Department of Education

NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

Office of the Schools Division
Superintendent

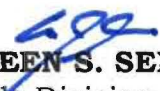
MEMORANDUM

No. 044 s. 2023

**DIVISION EXECOM, MID-YEAR ASSESSMENT AND RETIREMENT TRIBUTE
FOR DR. VALENTINA A. BALLESTEROS**

TO: OIC – Assistant Schools Division Superintendent
Chief Education Supervisor, Curriculum Implementation Division
Chief Education Supervisor, School Governance and Operations Division
Public Elementary and Secondary School Heads
All Others Concerned

1. This is to inform the field of the conduct of the 1st Division Quarterly Executive Committee Meeting (EXECOM) for 2023, Mid-year Assessment and the retirement tribute for Dr. Valentina A. Ballesteros at on February 13, 2023, 9:00 a.m. – 5:00 p.m. at Vivere Hotel, Alabang, Muntinlupa City.
2. Immediate and wide dissemination of this Memorandum is desired.


CARLEEN S. SEDILLA CESO V
Schools Division Superintendent

Encl.: As stated
To be indicated in the Perpetual Index
under the following subjects:

PROGRAMS SCHOOL MEETINGS SCHOOL HEADS

ATT/Memo-1st Executive Committee (EXECOM) Meeting
044 / February 10, 2023

NUM-2023-044



 Student Center for Life Skills Bldg., Centennial Ave, Brgy Tunasan,
Muntinlupa City
 (02) 8805 - 9935, (02) 8805 - 9940
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Republic of the Philippines
Department of Education
National Capital Region
Schools Division Office – Muntinlupa City

Tribute/Retirement day of Dr. VELENTINA BALLESTEROS
February 13, 2023
9:00 am – 12:00 nn
Venue: Vivere Hotel, Alabang

PROGRAMME

Part I

- | | | |
|-------|------------------|--|
| I. | Doxology | Education Program Supervisors |
| II. | Welcome Message | Noemi Aragana- Valdez
Administrative Officer V |
| III. | AVP Presentation | Ms. May L. Borjal
Information Technology Officer |
| IV. | Song Number | Education Program Supervisors |
| V. | Birthday Message | Ms. Madeline Ann L. Diaz
Chief Education Supervisor, CID |
| VI. | Special Number | School Heads |
| VII. | Birthday Message | Mr. Edizer S. Laqueo
Presidents, Association of Muntinlupa
School Heads |
| VIII. | Special Number | Public Schools District Supervisor |
| IX. | Birthday Message | Dr. Nerissa R. Lomeda
Chief Education Supervisor, SGOD
OIC, Assistant Schools District Supervisor |
| X. | Birthday Message | Carleen S. Sedilla CESO V
Schools Division Superintendent |
| XI. | Response | Dr. Valentina A. Ballesteros
Education Program Supervisor |
| XII. | Community Prayer | Ms. Ma. Regale A. Olarte
Education Program Supervisor, SGOD |

Part II

Lunch---- Lunch--- Lunch

Dr. Mark Joseph C. Fernandez
Public Schools District Supervisor
Master of Ceremonies



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Republic of the Philippines
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NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

1ST Division Quarterly Executive Committee Meeting
February 13, 2023, 1:00 -5:00 Pm at Vivere Hotel, Alabang, Muntinlupa City

PROGRAMME

Part 1 Preliminaries

Philippine National Anthem	AVP
Prayer	Mrs. Noemi Zarate, SHES School Head
Muntinlupa March	AVP
Checking of Attendance	Dr. Antonio C. Gagala, IES School Head
Thought for the Day	Mr. Felipe W. Marapao, Jr., PES School Head

Part 2 EXECOM

Welcome Remarks	Ms. Carleen S. Sedilla CESO V Schools Division Superintendent
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Topics for Discussion

- | | |
|---|---|
| 1. Updates of Learners Performance
Based the 1 st & 2 nd Quarter
Assessment SEPS, M&E | Dr. Zoren Pepito L. Gubalane
SEPS, M&E |
| 2. Learning Continuity & Recovery
Plan, Monitoring & Evaluation | Ms. Madeline Ann L. Diaz
Chief, CID |
| 3. Implementing Guidelines on the
use of School Facilities | Atty. Erness Faith J. Regacho
Division Legal Officer |
| 4. Superintendent's Hour | Ms. Carleen S. Sedilla CESO V |

Part 3

Closing Message	Dr. Nerissa R. Lomeda OIC, Assistant Schools Division Superintendent
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SDO Hymn

AVP



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