



Republic of the Philippines
Department of Education

NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

Office of the Schools Division
Superintendent

JUNE 26, 2023

MEMORANDUM

SECOND DIVISION EXECUTIVE COMMITTEE MEETING

To: OIC- Assistant Schools Division Superintendent/ Chief Education Supervisor, School Governance and Operations Division
Chief Education Supervisor, Curriculum Implementation Division
Public Elementary and Secondary School Heads/ OICs
Administrative Officer V/ Unit Heads
All Others Concerned

1. This office announces the conduct of our Second Division Executive Committee Meeting at AHV Social Hall Complex, Phase 2 Park, Legaspi Street, Alabang Hills Village, Barangay Cupang, Muntinlupa City on June 29, 2023 at 7:30 AM. Due to limited time, it is expected that all participants will be in the venue before the scheduled time.
2. Attached are the Agenda of the Meeting, List of Participants, Program of Activities and Working Committee.
3. Attendance of all concerned is enjoined.
4. Immediate and wide dissemination of this Memorandum is desired.


EVANGELINE P. LADINES CESOSA
Schools Division Superintendent

Enclosure: As stated

Reference: None

To be indicated in the Perpetual Index Under the following:

ACTIVITIES TRAININGS SEMINAR

YCM/Second Division Executive Committee Meeting

210/June 23, 2023

UN-2023-210

210



Student Center for Life Skills Bldg., Centennial Ave, Brgy Tunasan,
Muntinlupa City

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SECOND DIVISION EXECUTIVE COMMITTEE MEETING

June 29, 2023, 9:00 AM

LIST OF PARTICIPANTS

1. Dr. Evangeline P. Ladines	32. Dr. Ma. Aurora C. Bartolaba
2. Dr. Nerissa R. Lomeda	33. Dr. Raul T. Felix
3. Ms. Madeline Ann L. Diaz	34. Mr. Felipe W. Marapao Jr.
4. Dr. Marissa C. Andanza	35. Ms. Noemi B. Zarate
5. Dr. John Albert B. Colle	36. Dr. Jane May C. Valbuena
6. Mr. Edison C. Enerlas	37. Ms. Alma O. Bituin
7. Ms. Mariel Eugene L. Luna	38. Dr. Jennifer S. Joson
8. Dr. Armida S. Oblinada	39. Ms. Ma. Hazel B. Hernandez
9. Dr. Liliosa B. Palce	40. Ms. Vilma S. Vilorio
10. Dr. Ma. Carmen D. Solayao	41. Dr. Antonio B. Rocha
11. Dr. Gina U. Urquia	42. Dr. Florante C. Marmeto
12. Ma. Ma. Regalele A. Olarte	43. Ms. Eden B. Binaday
13. Ms. Evangeline M. Aman	44. Dr. Ador B. Querubin
14. Ms. Alyssa V. Aventurado	45. Ms. Jinky D. Santos
15. Ms. Clarisa C. Avila	46. Ms. Noemi A. Valdez
16. Dr. Ma. Theresa C. Dela Rosa	47. Ms. Phoebe R. Arroyo
17. Mr. Jayboy E. Evano	48. Dr. Zoren Pepito L. Gubalane
18. Dr. Mark Joseph C. Fernandez	49. Ms. Joiche I. Luna
19. Dr. Yaledegler C. Maligaya	50. Ms. Rochelle A. Jimenez
20. Dr. Ma. Myra C. Namit	51. Ms. Susan M. Labuntog
21. Ms. Ada Trinidad A. Tagle	52. Ms. Angela M. Francisco
22. Dr. Sheila C. Navarro	53. Ms. Ivy M. Romano
23. Mr. Edizer C. Laqueo	54. Ms. May L. Borjal





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24. Dr. Buena C. Dela Cruz	55. Mr. Joseph C. Nilo
25. Ms. Eden B. Cado	56. Ms. Virma V. Amistoso
26. Mr. Hilario G. Canasa	57. Ms. Lourdes V. Rodilla
27. Ms. Rhodora V. Mandap	58. Ms. Ma. Teresa C. Indap
28. Ms. Marie Ann R. Esmeria	59. Engr. Renante L. Tejada
29. Ms. Olivia G. Elloso	60. Atty. Erness Faith J. Regacho
30. Mr. Reynaldo O. Comisario	61. Mr. Eduardo A. Kondo
31. Dr. Antonio C. Gagala	



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SECOND DIVISION EXECUTIVE COMMITTEE MEETING

June 29, 2023, 9:00 AM

OPENING PROGRAM

I. PRELIMINARIES

Philippine National Anthem AVP

Prayer **MS. ALMA O. BITUIN**
OIC-Principal, SESSPA Zone 3 & 4

Muntinlupa March AVP

Checking of Attendance **DR. JANE MAY C. VALBUENA**
Principal IV, Sucat ES Main

II. 2nd Division Executive Committee Meeting

Opening Statement and Call to Order **EVANGELINE P. LADINES CESO V**
Schools Division Superintendent

Reading of the Previous Minutes **DR. NERISSA R. LOMEDA**
OIC-ASDS/Chief, SGOD

Approval of the Minutes

Business Arising from the Previous Minutes..... **EVANGELINE P. LADINES CESO V**
Schools Division Superintendent



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Topics for Discussion:

Final Details of Graduation

Rites **DR. NERISSA R. LOMEDA**
OIC-ASDS/Chief, SGOD
DR. MARK JOSEPH C. FERNANDEZ
Public Schools District Supervisor
MR. EDIZER S. LAQUEO
Principal 2, Bayanan ES Main

Tara, Basal Tutoring Program **DR. NERISSA R. LOMEDA**
OIC-ASDS/Chief, SGOD

Project to Counter Prostitution,
Cyber Sex, Rape

Process Flow on Handling
Complaints on Child Abuse **ATTY. ERNESS FAITH J. REGACHO**
Division Legal Officer

Overview of the National
Learning Camp **MR. JAYBOY E. EVANO**
Public Schools District Supervisor

LRM Q1 and Q2 2023..... **DR. GINA U. URQUIA**
EPS, LRMDs

ISO and QMS **MA. MA. REGAELE A. OLARTE**
EPS, SGOD

Superintendent's Hour **EVANGELINE P. LADINES CESO V**
Schools Division Superintendent

Roles and Duties of AOII

Pre and Post-Graduation Tasks of Teachers

Teacher Audit vs Deployment

School Launch of SMART School with a Heart

Final Implementation of the MOOE Process of Release

Other related concerns



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III. Vote of Thanks

SDO Hymn
Adjournment
Photo Opp

MS. RHODORA V. MANDAP

Principal 3, Cupang ES Main
Master of Ceremony





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SECOND DIVISION EXECUTIVE COMMITTEE MEETING

AHV Social Hall Complex Phase 2 Park, Legaspi Street,
Alabang Hills, Village, Barangay Cupang, Muntinlupa City
June 29, 2023

WORKING COMMITTEE

Program/Invitation	Dr. Yaledegler C. Maligaya
Secretariat (Minutes)	Ms. Alma O. Bituin
Accommodation/Refreshment.....	Ms. Rhodora V. Mandap
	Barangay Cupang Council
Documentation	Dr. Jane May C. Valbuena
Master of Ceremony	Ms. Rhodora V. Mandap



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