



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

**Office of the Schools Division
Superintendent**

AUG 14 2024

MEMORANDUM

SECOND DIVISION EXECUTIVE COMMITTEE MEETING

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

1. This Office announces the conduct of the Second Division Executive Committee Meeting at Sucat Senior High School, Purok 1, Meralco Road, Brgy. Sucat, Muntinlupa City on August 20, 2024 (Tuesday) at 8:30AM onwards.
2. Attached are the Agenda of the Meeting, List of Participants and Working Committees.
3. Attendance of all concerned is expected.
4. Immediate and wide dissemination of this Memorandum is desired.

For:
VIOLETA M. GONZALES CESO VI
Assistant Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent

By:

DR. ARMIDA S. OBLINADA
Education Program Supervisor
Officer-In-Charge

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

EMPLOYEES MEETINGS OFFICIALS
JABC/ Second Division Executive Committee Meeting
277 / August 14, 2024

UN-2024-277

277



Student Center for Life Skills Bldg., Centennial Ave, Brgy. Tunasan, Muntinlupa City
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SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

SECOND DIVISION EXECUTIVE COMMITTEE MEETING

Sucacat Senior High School, Purok 1, Meralco Road, Brgy. Sucacat, Muntinlupa City
August 20, 2024 (Tuesday) @ 8:30AM

PROGRAM

PRELIMINARIES

Philippine National Anthem	AVP
Doxology/Prayer	AVP
SDO DepEd Quality Policy Statement	AVP
Galaw Pilipinas	
Opening Remarks	DR. JAY BOY E. EVANO Public Schools District Supervisor OIC-Principal Sucacat SHS
Acknowledgement of Participants	DR. MA. THERESA C. DELA ROSA Public Schools District Supervisor

MEETING PROPER

- I. Declaration of Quorum and Call to Order
DR. VIOLETA M. GONZALES, CESO VI
Asst. Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division
Superintendent
- II. Reading and Approval of the Last SDO ManCom Meeting
MS. MADELINE ANN L. DIAZ
Chief Education Supervisor
- III. Schools Division Superintendent's Hour
- IV. Agenda for the 2nd Division Executive Committee Meeting
 1. Updates on the First Three (3) Weeks of Classes

Teachers' Deployment	MRS. ANGELA M. FRANCISCO Administrative Officer IV, HRMO
Enrollment	MR. JOSEPH C. NILO Division Planning Officer II
Learning Resources	DR. GINA U. URQUIA Education Program Supervisor, LRMS
Class Programming	DR. MARK JOSPEH C. FERNANDEZ Public Schools District Supervisor
 2. Other matters



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- | | |
|---|--|
| VI. Presentation of Summary of Agreement and Resolution for Adoption & Resolution | DR. MA. THERESA C. DELA ROSA
Public Schools District Supervisor |
| VII. Awarding of Certificate of Appreciation to Host School | MS. MA. REGEALE A. OLARTE
OIC-Chief Education Supervisor
SGOD |
| VIII. QAME | DR. ZOREN PEPITO L. GUBALANE
SEPS - SGOD |
| IX. Adjournment | |
| X. SDO Muntinlupa Hymn | AVP |

DR. JANE MAY C. VALBUENA
Principal, BES U1
Emcee



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Sucacat Senior High School, Purok 1, Meralco Road, Brgy. Sucacat, Muntinlupa City
August 20, 2024 (Tuesday) @ 8:30AM

LIST OF PARTICIPANTS

- | | |
|-------------------------------------|--|
| 1. DR. VIOLETA M. GONZALES, CESO VI | Asst. Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division
Superintendent |
| 2. MRS. MADELINE ANN L. DIAZ | Chief Education Supervisor
Curriculum Implementation Division |
| 3. MRS. MA. REGAELE A. OLARTE | OIC-Chief Education Supervisor
School Governance and Operations
Division |
| 4. MRS. NOEMIE A. VALDEZ | Administrative Officer V |

CURRICULUM IMPLEMENTATION DIVISION (CID)

PUBLIC SCHOOLS DISTRICT SUPERVISORS

1. DR. EVANGELINE M. AMAN
2. MRS. ALYSSA V. AVENTURADO
3. MRS. CLARISA C. AVILA
4. DR. MA. THERESA C. DELA ROSA
5. DR. JAYBOY E. EVANO
6. DR. MARK JOSEPH C. FERNANDEZ
7. DR. ERIC F. FUNGO
8. DR. YALEDEGLER C. MALIGAYA
9. DR. MA. MYRA E. NAMIT
10. MRS. ADA TRINIDAD A. TAGLE

EDUCATION PROGRAM SUPERVISORS

1. DR. JOHN ALBERT B. COLLE, Filipino
2. DR. MA. CARMEN D. SOLAYAO, English
3. MR. LAMBERT QUESADA, Mathematics
4. DR. ARMIDA S. OBLINADA, Science
5. MRS. MARIEL EUGENE L. LUNA, AP & HUMSS
6. MR. EDISON C. ENERLAS, MAPEH
7. DR. LILIOSA B. PALCE, GMRC/Values/Guidance
8. DR. LEONAI DA L. GUTIERREZ, EPP/TLE
9. DR. MARISSA M. ANDANZA, Kindergarten/ALS/Madrasah
10. DR. GINA U. URQUIA, LRMS



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OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT

1. MS. NOEMIE A. VALDEZ	Administrative Officer V
2. ATTY. ERNEST FAITH R. ESPANTO	Division Legal Officer
3. MS. ANGELA M. FRANCISCO	Administrative Officer IV, HRMO
4. MS. JOICHE I. LUNA	Administrative Office IV, Supply Office
5. MS. MAY L. BORJAL	Division IT Office
6. MS. VIRMA U. AMISTOSO	Administrative Officer V, Budget Office
7. MS. LOURDES V. RODILLA	Administrative Officer IV, Records Office
8. MS. MA. CRISTINA F. MALACAD	Administrative Officer IV, Cash Office
9. MS. KAREN I. MEDINA	Accountant III, Accounting

SCHOOL GOVERNANCE AND OPERATIONS DIVISION (SGOD)

1. MRS. PHOEBE R. ARROYO	Senior Education Program Specialist, Planning & Research Unit
2. DR. ZOREN PEPITO L. GUBALANE	Senior Education Program Specialist, Monitoring & Evaluation Unit
3. MRS. IVY M. ROMANO	Senior Education Program Specialist, Human Resources Development Unit
4. MRS. CECILIA TERESA C. CLAUDEL	Education Program Specialist II, Social Mobilization & Networking Unit
5. MR. JOSEPH C. NILO	Planning Officer II
6. MS. MA. THERESA S. INDAP	Division Nurse
7. MR. EDUARDO A. KONDO	Project Development Officer III, DRRMO



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DISTRICT 1 SCHOOL HEADS/ OICs

1. MRS. OLIVIA O. ELLOSO	TES
2. DR. ANTONIO B. GAGALA	SHES
3. DR. RAUL T. FELIX	POBES
4. MRS. RHODORA V. MANDAP	IES
5. MR. REYNALDO O. COMISARIO	VHES
6. DR. SHELLA C. NAVARRO	MES
7. DR. BUENA C. DELA CRUZ	BES-MAIN
8. MRS. MARIA HAZEL B. HERNANDEZ	FDMES
9. MR. HILARIO G. CANASA	PES
10. MRS. EDEN B. BINADAY	PNHS
11. DR. ADOR B. QUERUBIN	TNHS
12. DR. FLORANTE C. MARMETO	MNHS
13. DR. GINA U. URQUIA	MSHS
14. DR. ROSENDO E. SANGALANG	LIS

DISTRICT 2 SCHOOLS HEADS/ OICs

1. DR. EVANGELINE M. AMA	BSES
2. MR. EDIZER S. LAQUEO	CES-MAIN
3. DR. MA. AURORA S. BARTOLABA	AES
4. DR. JANE MAY C. VALBUENA	BES-U1
5. DR. JAIME G. BAUTISTA	SESSPAZ3 & Z4
6. DR. JENNIFER S. JOSON	SES-MAIN
7. MRS. ALMA O. BITUIN	FAES
8. MRS. MARIE ANN R. ESMERIA	BULI ES
9. DR. MA. THERESA C. DELA ROSA	CESA
10. MRS. JINKY DC. SANTOS	MBHS-SA
11. DR. ANTONIO B. ROCHA	PEDHS
12. MRS. VILMA S. VILORIA	MBHS-MAIN
13. MR. FELIPE W. MARAPAO, JR.	CSHS
14. DR. JAYBOY E. EVANO	SSHS



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Sucate Senior High School, Purok 1, Meralco Road, Brgy. Sucate, Muntinlupa City
August 20, 2024 (Tuesday) @ 8:30AM

TECHNICAL WORKING COMMITTEE

Program/ Invitation

DR. MA. THERESA C. DELA ROSA
Public Schools District Supervisor

MS. MAY L. BORJAL
Division IT Officer

**Documentation & Minutes
of the Meeting**

MS. ALMA O. BITUIN
OIC- Principal FAES

Venue & Accommodation

SUCATE SENIOR HIGH SCHOOL

Food

MS. JOICE I. LUNA
Administrative Officer IV
Supply Office

Registration

MS. CRISTINA F. MALACAD
Administrative Officer IV,
Cash Office

MS. KAREN I. MEDINA
Accountant III

Emcee

Dr. JANE MAY C. VALBUENA
Principal IV – BES U!



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