



Republic of the Philippines
Department of Education
 NATIONAL CAPITAL REGION

SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

Office of the Schools Division
 Superintendent

MAR 27 2025

MEMORANDUM

**MUNTINLUPA SCHOLARSHIP DIVISION (MSD)
 MEETING WITH PUBLIC SCHOOL COORDINATORS
 RE: 2ND TRANCHE UPDATING**

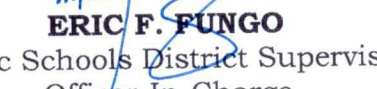
To: Assistant Schools Division Superintendent
 Chief Education Supervisor, Curriculum Implementation Division
 OIC-Chief Education Supervisor, School Governance and Operations Division
 Public Elementary and Secondary School Heads/OICs
 All Others Concerned

- Attached is a letter from Mr. Arian Clarence L. Caballero, MBA, Division Head, Muntinlupa Scholarship Division, dated March 25, 2025, on the above-captioned title, the contents of which are self-explanatory, for the information and guidance of all concerned.
- Relative to this, school representatives are invited to attend a meeting on **March 28, 2025, 9:00 AM**, via **Zoom**. Particular attention is invited to the third paragraph of the said letter, relative to the details of the virtual meeting.
- Moreover, the participation of public schools shall be subject to the no disruption of classes policy stipulated in DepEd Order No. 9, s. 2005 titled, Instituting Measures to Increase Engaged Time-on-Task and Ensuring Compliance Therewith.
- Immediate and wide dissemination of this Memorandum is desired.

For:

VIOLETA M. GONZALES
 Assistant Schools Division Superintendent
 Officer-In-Charge
 Office of the Schools Division Superintendent

By:


ERIC F. FUNGO
 Public Schools District Supervisor
 Officer-In-Charge
 Office of the Schools Division Superintendent

Enclosure: As stated
 References: None
 To be indicated in the Perpetual Index
 under the following subjects:
 SCHOLARSHIPS
 KSJT / MSD MEETING WITH PUBLIC SCHOOL COORDINATORS
 143 / MARCH 27, 2025

UN-2025-143



Student Center for Life Skills Bldg., Centennial Ave, Brgy. Tunasan, Muntinlupa City
 8805-9935, 8805-9940
sdo.muntinlupa@gmail.com
deped-muntinlupa.com

143

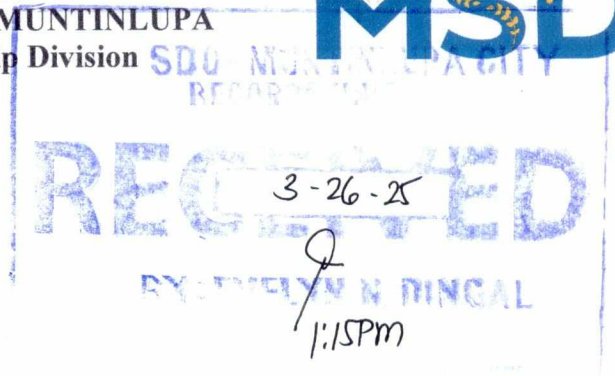


Republic of the Philippines
CITY GOVERNMENT OF MUNTINLUPA
Muntinlupa Scholarship Division



25 MARCH 2025

DR. VIOLETA M. GONZALES
Officer In Charge
SDO- Muntinlupa



SUBJECT: MEETING WITH MSD PUBLIC SCHOOL COORDINATOR- 2ND TRANCHE UPDATING

Dear Dr. Gonzales,

Greetings from the Muntinlupa Scholarship Division!

We would like to inform you that the Muntinlupa Scholarship Division (MSD) is set to open the updating of records this coming April for scholars who were not able to update during the 1st Tranche for the School Year 2024-2025. To facilitate this process, we will conduct a virtual meeting with the MSD Public School Coordinators to provide guidelines and updates regarding the 2nd Tranche.

The meeting is scheduled as follows:

Date:	March 28, 2025
Time:	9:00 AM
Platform:	Zoom
Meeting ID:	853 8763 2772
Passcode:	MSD2025!

In this regard, we respectfully request your approval to allow the Public School Coordinators to attend the meeting. Their participation will be crucial in ensuring that the scholars receive accurate information and assistance throughout the updating process.

Thank you very much for your support and cooperation.

Sincerely,

ARIAN CLARENCE L. CABALLERO, MBA
Head