



Republic of the Philippines  
Department of Education  
NATIONAL CAPITAL REGION

SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

Office of the Schools Division  
Superintendent

AUG 29 2025

MEMORANDUM

**FIRST DIVISION EXECOM (DEXECOM) MEETING**

To: OIC-Assistant Schools Division Superintendent  
Chief Education Supervisor, Curriculum Implementation Division  
OIC-Chief Education Supervisor, School Governance and Operations Division  
Public School District Supervisors / Education Program Supervisors  
Administrative Officer V  
Unit Heads

1. The DEXECOM meeting will be held on September 4, 2025, Thursday, 8:00 am onwards at the 4<sup>th</sup> Floor of Student Center for Life Skills Bldg., Centennial Ave. Barangay Tunasan, Muntinlupa City.

2. Participants in the meeting are the OIC-Office of the ASDS, Chief Education Supervisor – CID, OIC-Chief Education Supervisor – SGOD, PSDS, EPS, Administrative Officer V, Senior Education Program Specialists, Planning Officer III, Engineer III, In-Charge of Health Unit, PDO/DRRM and Unit Heads.

3. Listed below are the agenda:

- **Budget Utilization Report** - Ms. Virma Amistoso
- **Filling-Up of Vacant Items** - Ms. Angela Francisco
- **Report on Bullying Cases/LRP Reporting Process and Activities for SY 2025-2026** - Ms. Regale Olarte (LRP Focal)
- **Literacy and Numeracy Efforts** - Dr. Florante Marmeto
- **Update on ARAL Program** - Dr. Ma. Carmen Solayao – EPS English  
- Dr. Armida Oblinada – EPS Science  
- Mr. Lambert Quesada – EPS Math
- **Status of School MOOE WBMS** - Ms. Karina Medina
- **Other matters**

4. Expenses related to the conduct of this activity shall be charged against Division MOOE.

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5. For information, guidance, and compliance of all concerned.

**VIOLETA M. GONZALES**

Assistant Schools Division Superintendent  
Officer-In-Charge  
Office of the Schools Division Superintendent

Enclosure: None

References: None

To be indicated in the Perpetual Index

Under the following subjects:

REPORT

PROGRAM

MEETING

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UN-2025-361