



Republic of the Philippines
Department of Education

NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

**Office of the Schools Division
Superintendent**

MEMORANDUM

2nd DIVISION SPECIAL MEETING FOR FISCAL YEAR 2026

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

1. This Office announces the conduct of the 2nd Division Special Meeting for FY 2026, in Putatan Elementary School on February 23, 2026, from 9:00 AM onwards.
2. This meeting aims to streamline preparations for regional events and synchronize efforts aligned with current division priorities.
3. Expenses related to the conduct of this activity shall be charged against the local funds of the clustered schools, subject to the existing accounting rules and regulations.
4. Immediate and wide dissemination of this Memorandum is desired.


VIOLETA M. GONZALES CESO VI

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

Encl: As stated
Reference: none
To be indicated in the Perpetual Index
Under the following subjects

SCHOOL MEETING SCHOOL HEADS

MTCD/DM- 2nd DIVISION SPECIAL MEETING FOR FISCAL YEAR 2026

UN-2026-089



February 20, 2026
Student Center for Life Skills Bldg., Centennial Ave, Brgy Tunasan,
Muntinlupa City

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019