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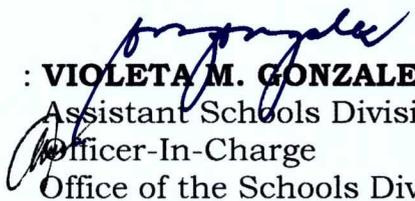
Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

Office of the Schools Division
Superintendent

MAR 10 2026

NOTICE OF MEETING
March 9, 2026

TO : Ms. Ma. Teresa S. Indap
Dr. Christian Paul A. Dela Vega
Ms. Cecilia Teresa C. Claudel
4Ps School Coordinators (Bayanan ES Unit I, Bayanan ES-Main,
Tunasan National High School, Lakeview Integrated School)

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

DATE : March 11, 2026

TIME : 1:00 pm onwards

VENUE : SDO Conference Room

SUBJECT: Meeting with DSWD Representatives

AGENDA:

- 1) Schedule and Conduct of Kapisan
- 2) Mobilization of Non 4Ps
- 3) Room assignment
- 4) Plan of Matrix
- 5) Opening
- 6) Other Matters

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NOM-2026-059



Student Center for Life Skills Bldg., Centennial Ave, Brgy. Tunasan, Muntinlupa City
8805-9935, 8805-9940
sdo.muntinlupa@gmail.com
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March 2, 2026

Dr. VIOLETA M. GONZALES, CESO VI
Superintendent
OIC- Division of Schools
Laguerta Street, Tunasan, Muntinlupa City

Dear **Dr. Gonzales:**

This has reference to the partnership of the Department Social Welfare and Development-National Capital Region and the Department of Education-Schools Division of Muntinlupa in the implementation of the Youth Development, Parent-in-school programs and other in-school and off-school developmental activities in different schools in Muntinlupa City.

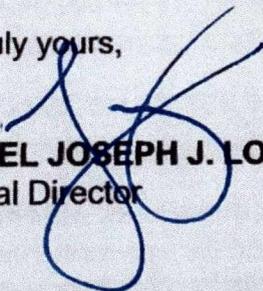
Relative to this, we would like to respectfully endorse to you the attached notarized Memorandum of Agreement (MOA) for your reference. The said MOA outlined the agreed terms and conditions including roles and responsibilities of both parties in the implementation of the collaborative programs and initiatives intended to support learners especially the beneficiaries and their families. It also serves as a guiding document to ensure proper coordination, monitoring and delivery of services aligned with institutional goals and existing policies. Also, We respectfully request that your office designate one representative from each of the following facilities: Bayanan Elementary School Unit 1 and Bayanan Elementary School Main, Lakeview Integrated School and Tunasan National Highschool to attend the discussion regarding the conduct of the KAPISAN Module.

We look forward to strengthening our partnership in advancing the welfare and academic success of our learners.

For clarification and other concerns, Ms. Keren T. Jemina, Social Welfare Officer IV/Area Coordinator with contact no. 09178089614 will closely coordinate with your office regarding this matter.

Thank you for your continued leadership and support.

Very truly yours,


MICHAEL JOSEPH J. LORICO
Regional Director

Good day!

This has reference to the partnership of DSWD NCR and DepEd Schools of Muntinlupa City in the implementation of the Youth Development Parent in School. (Kapisan)

In relation to this, we respectfully request to schedule a meeting with your office on March 9, 2026 (Monday), together with the representatives of the facilities mentioned in the document. Thank you very much.

Best,

Cj Ope
Compliance Verification Officer
Operations Office 8
Pantawid Pamilyang Pilipino Program