



Republic of the Philippines  
Department of Education

NATIONAL CAPITAL REGION  
SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

Office of the Schools Division  
Superintendent

**MEMORANDUM**

**2026 TARA, BASA! TUTORING PROGRAM CULMINATING ACTIVITY**

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

1. The Schools Division Office of Muntinlupa City through the Curriculum Implementation Division announces the conduct of the above-captioned activity, for the information and guidance of all concerned.
2. The objective of this activity is to recognize the achievements of learners, parents, tutors, and YDWs in completing the said program spearheaded by the Department of Social Welfare and Development (DSWD) in partnership with SDO-Muntinlupa City.
3. Please see the following enclosures:  
Enclosure No. 1: Schedule of TBTP Culminating Activity  
Enclosure No. 2: Suggested Program Flow  
Enclosure No. 3: Monitoring Team
4. School Focal Persons, Shadow Teachers, and Non-Teaching Personnel shall be entitled to Vacation Service Credits in accordance to DepEd Order No. 13, s. 2024, *Revised Guidelines on the Grant of Vacation Service Credits for Teachers* and Civil Service Commission (CSC) and Department of Budget and Management (DBM) Joint Circular No. 2, s. 2004 on *Non-Monetary Remuneration for Overtime Service Rendered*.
5. Immediate, wide dissemination of, and strict compliance with 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

References: As stated

To be indicated in the Perpetual Index:

Under the following subjects:

LITERACY

PARTNERSHIPS

JABC/ 2026 Tara, Basa! Tutoring Program Culminating Activity

232 / June 2, 2026

(Enclosure No. 1)

**SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY**  
Curriculum Implementation Division

***Schedule of 2026 Tara, Basa! Tutoring Program  
Culminating Activity***

<b><i>Date</i></b>	<b><i>Time</i></b>	<b><i>School</i></b>
<b>June 4, 2026 (Thursday)</b>	7:00AM-8:00AM	Bayanan ES-Unit 1
	7:00AM-9:00AM	F de Mesa ES
	8:00AM-10:00AM	Alabang ES
	8:00AM-10:00AM	Victoria Homes ES
	8:00AM-10:00AM	Filinvest Alabang ES
	8:00AM-10:00AM	Cupang ES-Main
	8:00AM-11:00AM	Sucat ES-Main
	8:00AM-11:00AM	Cupang ES Annex
	8:30AM-11:00AM	Soldiers Hills ES
	9:00AM-10:00AM	Tunasan ES
	9:00AM-11:00AM	Putatan ES
	9:00AM-11:00AM	Bayanan ES-Main
	9:30AM-12:00NN	Muntinlupa ES
	10:00AM-11:00AM	Buli ES
	10:00AM-11:00AM	Bagong Silang ES
<b>June 6, 2026 (Saturday)</b>	8:00AM-11:00AM	Lakeview Integrated School
	8:00AM-10:00AM	SESSPA Zone 3 & 4
	9:00AM-10:00AM	Poblacion ES
	9:00AM-11:00AM	Itaas ES

(Enclosure No. 2)

**SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY**  
Curriculum Implementation Division

***2026 Tara, Basa! Tutoring Program Culminating Activity***

**SUGGESTED PROGRAM FLOW**

I. Registration

II. Preliminaries

Philippine National Anthem  
Prayer

III. Welcome Remarks

School Tara, Basa! Focal Person

IV. Messages

School Principal  
PSDS  
EPS/ Division TBTP Focal Person

V. Testimonials

1 YDW  
1 Tutor  
1 Parent  
1 Learner

VI. Awarding of Certificates &  
Special Awards

VII. Closing Message

Master Teacher In-Charge for Grade 1/2

**NAMES OF 1 TUTOR & 1 YDW**

Master of Ceremonies

*Note: Schools may add special numbers.*

(Enclosure No. 3)

**SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY**  
Curriculum Implementation Division

***2026 Tara, Basa! Tutoring Program Culminating Activity***

**SDO MONITORING TEAM**

<b><i>SDO Personnel (PSDS/ EPS)</i></b>	<b><i>School</i></b>
Ms. Clarisa C. Avila	CES-Main, Buli ES, BSES
Dr. Jaime G. Bautista	VHES, TES, FAES
Dr. Ma. Theresa C. Dela Rosa	FDMES, PES, SHES
Dr. Ma. Myra E. Namit	MES, IES, PobES
Dr. Ada Trinidad A. Tagle	SESM
Dr. Jhemson C. Elis	LIS-Elem, SESSPAZ3 & Z4, CESA
Dr. Yaledegler C. Maligaya	AES, BES-Main, BES-Unit 1
Dr. John Albert B. Colle Division Tara, Basa! Focal Person	