



Republic of the Philippines
Department of Education

NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

Office of the Schools Division
Superintendent

MEMORANDUM

No. 329, s. 2026

**ADMINISTRATION OF THE TERM 1 EXAMINATION FOR
SCHOOL YEAR 2026–2027**

To: Assistant Schools Division Superintendent
Chief Education Supervisors (CID and SGOD)
Education Program Supervisors/Public Schools District Supervisors
Public Elementary and Secondary School Heads
School Testing/ICT Coordinators
All Others Concerned

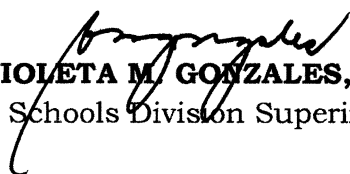
1. To evaluate learner progress and assess academic performance for the initial grading period, this Office announces the Administration of the Term 1 Examination on August 28 and September 1, 2026.
2. All schools shall implement the examinations following their usual internal test administration arrangements. All grade levels must strictly adhere to their respective assigned learning areas scheduled on these dates (See Enclosure No. 1).
3. To transition toward automated and data-driven assessment practices, the use Bubble Sheets and Scantron will be introduced. Bubble Sheets shall be used and accomplished exclusively by learners in Grades 3, 6, 10, and 12. While the usual answer sheets shall be utilized by learners in all other grade levels (Kindergarten to Grade 2, Grades 4, 5, 7, 8, 9, and 11). Deployment of Scantron for scan-checking will be deployed to select schools (See Enclosure No. 2).
4. For the milestone grade levels utilizing bubble sheets, the following protocols must be enforced to ensure data integrity:
 - **Orientation:** Online orientation meeting with the School Testing Coordinator shall be held on August 25, 2026 at 1:00pm.
 - **Distribution:** Bubbles Sheets shall be given to schools c/o School Testing Coordinator on or before August 28, 2026, shall then be distributed to the class advisers of the identified grade level.
 - **Retrieval:** Immediately after the final testing session on September 1, 2026, subject teachers shall gather, sort, and turn over all accomplished bubble sheets to the designated School IT Coordinator.



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- **Processing:** School IT Coordinators are directed to bring the collected bubble sheets directly to their assigned Scantron hubs for centralized scanning and automated digital checking.
- 5. For grade levels utilizing pad paper answer sheets, manual checking and a structured reporting hierarchy shall follow the previous practices during and after the examination.
- 6. Enclosed is the List of Monitoring Team who shall monitor the smooth and orderly conduct of the examinations.
- 7. Immediate dissemination of and strict compliance with this Memorandum is directed.


VIOLETA M. GONZALES, CESO VI
Schools Division Superintendent

Encl.: As stated
References: As stated
To be indicated in the Perpetual Index:
Under the following subjects:

EXAMINATION TEST LEARNERS

FCM/ **ADMINISTRATION OF THE TERM 1 EXAMINATION FOR SCHOOL YEAR 2026-2027**

329 July 2026



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Enclosure No. 1

TERM 1 SCHEDULE OF TESTS

SY 2026 -2027

AM SESSION	PM SESSION	AUGUST 28, 2026	SEPTEMBER 1, 2026
		DAY 1	DAY 2
7:00 – 8:00	12:00 – 1:00	Filipino	AP/Makabansa
8:00 – 9:00	1:00 – 2:00	Math	English
9:00 – 9:30	2:00 – 2:30		
9:30 – 10:30	2:30 – 3:30	MAPEH	GMRC
10:30 – 11:30	3:30 – 4:30	Science	EPP

NOTE: Electives/Specialization and Add-Ons shall be given in advance or days before the Term 1 Schedule of Tests by the assigned teachers on as per class schedule basis.



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Enclosure No. 2

List of Division Monitoring Team Members

SDO PERSONNEL	NAME OF SCHOOL	SCHOOL HEAD/OIC
Dr. Evangeline M. Aman Dr. Emalyn M. Ballonado Ms. Cecilia Claudel	Bayanan ES Main	Ms. Jocelyn A. Morales
	Bagong Silang Elementary School	Mr. Arsenio S. Medenilla
	Pedro E. Diaz High School	Dr. Antonio B. Rocha
Dr. Christian Paul A. Dela Vega Dr. Armida S. Oblinada Mr. Andrei F. Sicam Jr.	Muntinlupa Science High School (JHS & SHS)	Dr. Ador B. Querubin
	Victoria Homes Elementary School	Mr. Reynaldo O. Comisario
	Poblacion Elementary School	Dr. Jennifer S. Joson
Dr. Jaime G. Bautista Dr. Lilirosa B. Place Dr. Zoren Pepito L. Gubalane	Lakeview Integrated School	Mr. Felipe W. Marapao Jr.
	Cupang Senior High School	Mr. Jason B. Alvaro
	Poblacion National High School	Mr. Reynante H. Espeleta
Dr. Ma. Theresa C. Dela Rosa Dr. Marissa Andanza Mr. King Solidini J. Torres	Filinvest Alabang Elementary School	Ms. Zyra A. Trimidal
	Bayanan Elementary School-Unit I	Dr. Jane May C. Valbuena
	Sucat Senior High School	Dr. Jay Boy E. Evano
Dr. Meniano D. Eborra Dr. John Albert B. Colle Ms. Phoebe R. Arroyo	Muntinlupa Business High School	Dr. Louie M. Valdez
	Muntinlupa Business HS Sucat Annex	Ms. Jinky D. Santos
	Cupang Elementary School-Annex	Ms. Maricel Lumio
Dr. Jhemson C. Elis Ms. Mariel Eugene L. Luna Mr. Joseph D. Nilo	Muntinlupa Elementary School	Dr. Shella C. Navarro
	Alabang Elementary School	Dr. Raul T. Felix
	Tunasan National High School-JHS/SHS	Ms. Vilma S. Vilorio
Dr. Eric F. Fungo Dr. Gina U. Urquia Ms. Ma. Theresa S. Indap	Muntinlupa National High School (JHS & SHS)	Dr. Rosendo E. Sangalang
	Sucat Elementary School Sitio Pagkakaisa Annex Zone 3 & 4	Ms. Mary Jane S. Dalugdug
Dr. Yaledegler C. Maligaya Mr. Edison Enerlas Ms. Marie Lavin	Buli Elementary School	Ms. Marie Ann R. Esmeria
	Cupang Elementary School - Main	Ms. Alma O. Bituin
	Sucat Elementary School - Main	Mr. Edizer S. Laqueo
Dr. Ma. Myra E. Namit Dr. Leonaida Gutierrez Mr. Eduardo Kondo	Tunasan Elementary School	Ms. Olivia G. Elloso
	Itaas Elementary School	Ms. Maria Hazel B. Hernandez
	Putatan Elementary School	Mr. Hilario G. Canasa
Dr. Ada Trinidad A. Tagle Dr. Ma. Carmen Solayao Mr. Jason B. Albaro	Soldiers Hills Elementary School	Dr. Antonio C. Gagala
	F. De Mesa Elementary School	Ms. Hayde F. Gucor
	ALS Center	Dr. Marissa M. Andanza