



Republic of the Philippines

Department of Education

Region VIII

SCHOOLS DIVISION OF CALBAYOG CITY

DIVISION MEMORANDUM

JANUARY 13, 2025

No. 029 s 2025

**MEETING WITH HEAD TEACHERS
ON SCHOOL LEADERSHIP AND MANAGEMENT**

TO: Public Schools District Supervisors
Head Teachers, Elementary and Secondary Schools
All Others Concerned

1. The following field personnel who are holding the position of Head Teacher in the elementary and secondary schools are requested to attend the meeting with the OIC-Schools Division Superintendent at the Office of the Schools Division Superintendent on the date and at the time specified below:

a. Thursday, January 16, 2025 at 8:00 am – 10:00 am

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|--------------------------------|-----------------------------|
| 1) Adel, Lilia S. | 7) Mente, Rafael M. |
| 2) Alegria, Maricel P. | 8) Paghunasan, Ma. Irene N. |
| 3) Balanay, Herminia S. | 9) San Pedro, Ma. Liza T. |
| 4) Cupla, Sonia C. | 10) Tarrayo, Nilocas B. Jr. |
| 5) De Los Reyes, Ma. Rona L11) | Termo, Louie M. |
| 6) Manuales, Normel John A12) | Tomalon, Enrico G. |

b. Thursday, January 16, 2025 at 10:00 am – 12:00 pm

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|-------------------------|-------------------------------|
| 1) Allego, Zarrah V. | 7) Jalayajay, John Michael C. |
| 2) Anora, Merlita C. | 8) Manzanero, Berly C. |
| 3) Batulat, Maychie T. | 9) Mirales, Danilo G. |
| 4) Bejasa, Marianita P. | 10) Monar, Julieta B. |
| 5) Bido, Jovie M. | 11) Montanes, Adora P. |
| 6) Cuizon, Sonia | 12) Tozon, Wilfredo R. |

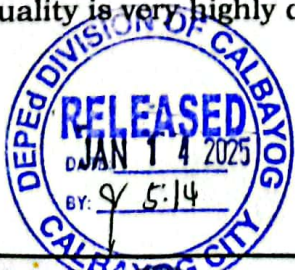
c. Thursday, January 16, 2025 at 1:00 pm – 3:00 pm

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| 1) Beduya, Benjie A. | 7) Obinguar, Loidel L. |
| 2) Camoyingking, Merardo S. | 8) Pacho, Maximo T. Jr. |
| 3) Cui, Marian G. | 9) Refuncion, Jacinto D. Jr. |
| 4) Jose, Janice B. | 10) Resulta, Myrna J. |
| 5) Labian, Lolita M. | 11) Rojas, Alma L. |
| 6) Llego, Cresenciano B. | 12) Tocayon, Marcia C. |

d. Thursday, January 16, 2025 at 3:00 pm – 5:00 pm

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| 1) Abing, Bernie J. | 7) Cruda, Kristian Aldrin B. |
| 2) Adizas, Maria Gina G. | 8) Galias, Normel C. |
| 3) Ayong, Paulete G. | 9) Magbutay, Josephine G. |
| 4) Cambaya, Elisa M. | 10) Managaysay, Nelson A. |
| 5) Casaljay, Jaysam M. | 11) Managaysay, Wilfredo A. |
| 6) Catampo, Joey A. | 12) Merencillo, Maricel G |

2. Punctuality is very highly desired.



MARGARITO A. CADAYONA, JR.
Assistant Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent

