



Republic of the Philippines  
**Department of Education**  
REGION I

SCHOOLS DIVISION OF THE CITY OF BATAC

DIVISION MEMORANDUM  
No. **023** , s. 2024

15 JAN 2025

**NOTICE OF MEETING**

To: Assistant Schools Division Superintendent  
Chief Education Supervisors  
Unit and Section Heads  
Public and Secondary School Heads  
All Others Concerned


1. Notice of meeting is hereby given regarding the participation in the Meeting cum Workshop for the Deployment of Secondary Teachers on January 15, 2025, at 2:00 P.M. at the Schools Division Office, Bulwagan ng Karunungan.
2. The agenda are as follows:
  - a. TRC of Secondary Schools
  - b. Rationale/ Context of Deployment/ Re-deployment of Teachers
  - c. Presentation and Finalization of Recommended Deployment
  - d. Other Matters
3. Attached is the list of attendees (Enclosure 1) for reference.
4. Attendees are requested to bring laptops, extension cords, and data sets.
5. For information and compliance.

By the Authority of the SDS:

  
**ARNEL S. BANDIOLA**

Assistant Schools Division Superintendent

**ANSELMO R. ALUDINO**

Schools Division Superintendent  


Encl.: As stated  
Reference: None  
To be included in the Perpetual Index  
Under the following subject:

HUMAN RESOURCE

EMPLOYMENT

ACTIVITIES

GBL/DO-DEPLOYMENT OF SECONDARY SCHOOLS  
25012/ January 15, 2025



SDCB RECORDS UNIT

2500873



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**LIST OF ATTENDEES**

<b>Names</b>	<b>Position</b>
Arnel S. Bandiola	Assistant Schools Division Superintendent
Jadley Mel P. Piso	Administrative Officer IV
Gladys B. Lampitoc	Education Program Supervisor
Deejay R. Opelac	Planning Officer II
Connie Marie Angelie Mae P. Balignasay	School Principal II
Gracialyne Layaoen-Austria	School Principal I
Ditas G. Domingo	School Principal IV
Thelma C. Ruguian	Head Teacher III
Pepsi P. Duldulao	Head Teacher III
Carmencita P. Lorenzo	School Principal II
Randolf Brian A. Cabanatan	School Principal I
Flordeliza D. Agcaoili	ADAS III, Secretariat