



Republic of the Philippines
Department of Education
REGION I

SCHOOLS DIVISION OF THE CITY OF BATAC

DIVISION MEMORANDUM

No. **661** s. 2025

08 OCT 2025

CONDUCT OF TITLING TALKS: A TOWNHALL MEETING IN IDENTIFYING GAPS AND CHALLENGES IN SCHOOL SITE TITLING

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

1. This is to reiterate Division Memorandum No. 746, s. 2025 from the Schools Division of Ilocos Norte (SDOIN) regarding the Townhall Meeting on School Site Titling organized by the Sites Titling Office (STO) under the Legal Unit for the Province of Ilocos Norte.
2. The activity will be conducted on October 9–10 and 15–17, 2025, at the Palacio de Laoag Hotel, Laoag City. It seeks to identify and address gaps and challenges in school site titling through orientation, consultation and coordination among School Heads, Administrative Officers and Legal/Technical Teams from the Divisions of Ilocos Norte, Laoag City, and the City of Batac.
3. School Heads OR Administrative Officers OR any authorized representative from the Schools Division of the City of Batac are enjoined to participate as indicated in Enclosure A of the attached memorandum. Participants are advised to pre-register using this link: <https://forms.gle/eK2PoCLUrQA38XdQ8>.
4. Travel and other related expenses may be charged against local funds or school MOOE, subject to existing accounting and auditing rules and regulations. Meals and snacks shall be provided by the organizer.
5. This Memorandum shall serve as the Approved Authority to Travel for confirmed participants from this Division.
6. For information, guidance and compliance.

ANSELMO R. ALUDINO
Schools Division Superintendent

By the Authority of the SDS:


ARNEL S. BANDIOLA
Assistant Schools Division Superintendent

Encl.: SDOIN Div. Memo No. 746, s. 2025
Reference:

To be included in the Perpetual Index
Under the following subject:

School Site Titling INLaB Collab

GVD/Legal 250077 Site Titling
2515937/October 7, 2025



DepEd Batac City



batac.city@deped.gov.ph



www.csdbatac.com

Asuncion Street, 16-S Quiling Sur,
City of Batac, Ilocos Norte
Telephone No.: (077) 677-1993

Enclosure 1.

SCHEDULE OF SCHOOLS

Titling Talks: A Townhall Meeting in Identifying Gaps and Challenges in School Site Titling

DAY 3 October 15, 2025	DAY 4 October 16, 2025
1. Catalino Acosta Memorial ES	1. Benigno Macadaeg Mem. ES
2. Colo Mabaleng ES	2. Baay ES
3. CuMaPit ES	3. Baligat ES
4. Mariano Marcos Memorial ES	4. Baoa ES
5. Magnuang ES	5. Billoca ES
6. Maipalig-Quiom ES	6. Biningan ES
7. Naguirangan-Capacuan ES	7. Camandingan ES
8. P.Q.Pimentel ES	8. Dariwdiw ES
9. Parangopong ES	9. Hilario Valdez Memorial ES
10. Payao ES	10. Nagbacalan ES
11. Quiling ES	11. Rayuray ES
12. Sumader ES	12. San Mateo ES
13. Tabug ES	13. Baoa East ES
14. Batac NHS	14. CBNHS Rayuray
15. Crispina Marcos Valdez NHS	15. Gen. Artemio Ricarte SHS
16. CBNHS Payao	16. Ferdinand E. Marcos SHS
17. CBNHS Poblacion	



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sdoins.edts #

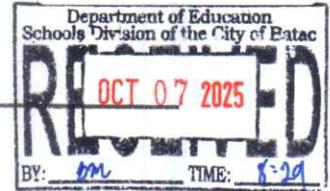


10225-4886

SDCB RECORDS UNIT



2515937



2 October 2025

ANSELMO R. ALUDINO
 Schools Division Superintendent
 Schools Division of the City of Batac

Dear SDS Aludino,

On October 9, 10, 15, 16, and 17, 2025, the Sites Titling Office for the Province of Ilocos Norte, currently under the supervision of the Schools Division of Ilocos Norte – Legal Unit will conduct **Titling Talks: A Townhall Meeting in Identifying Gaps and Challenges in School Site Titling** for all schools in the province of Ilocos Norte. This will be held at Palacio de Laoag Hotel, Vintar Road, Laoag City, from 8am to 5pm.

Among others, this activity primarily aims to build coordination among schools in safeguarding and securing property ownership of all school sites in the province.

For the schools within the jurisdiction Schools Division of the City of Batac, the schedule will be on 15-16 October 2025. Please see attached *Enclosure 1* to this letter for the specific schedules per school.

In this connection, may we respectfully request the presence of either the School Head or the Administrative Officer of the schools to attend the said Town Hall Meeting. Please see attached *Enclosure 2* for the indicative program of activities for the said activity.

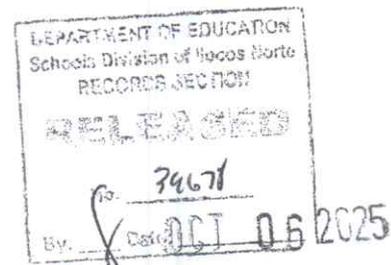
May we also request your presence to give your opening remarks on 15-16 October 2025, or in the alternative, that you give us a video message should your schedule be unavailable on the said date.

Too, may we request the presence of Mr. Gerwin dela Rosa, legal designate and Engr, Jacqueline Abino to be part of the Program Management Team for all the days of the activity.

Thank you very much and I sincerely hope for your favorable response.

Sincerely,


ATTY. DONATO D. BALDERAS, JR.
 Schools Division Superintendent





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Republic of the Philippines
Department of Education
REGION I
SCHOOLS DIVISION OF ILOCOS NORTE

Office of the Schools Division Superintendent

2 October 2025

DIVISION MEMORANDUM
OSDS-2025- 746

**CONDUCT OF TITLING TALKS: A TOWNHALL MEETING IN IDENTIFYING GAPS
AND CHALLENGES IN SCHOOL SITE TITLING**

**TO: ASSISTANT SCHOOLS DIVISION SUPERINTENDENT
CHIEF EDUCATION SUPERVISORS (CID&SGOD)
MONITORING CLUSTER SUPERVISORS
PUBLIC SCHOOLS DISTRICT SUPERVISORS
SCHOOL HEADS
ALL OTHERS CONCERNED**

1. The Sites Titling Office for the Province of Ilocos Norte, under the Legal Unit will be conducting a Town Hall Meeting for School Sites Concerns on 9-10 and 15-17 October 2025, at the Palacio de Laoag Hotel, 27 Paterno St., Vintar Road, Laoag City.
2. The Town Hall Meeting aims to:
 - a. Increase awareness and understanding of the gaps and challenges faced by public school sites from the participating school heads and administrative officers;
 - b. Coordinate with at least 500 school heads and administrative officers on documentary requirements, filing procedures, and coordination mechanisms with DENR and LGUs;
 - c. Facilitate one-on-one consultations and Focus Group Discussions between School Heads, STO's Technical Assistants, and the Legal Officers of the Schools Division Offices of Ilocos Norte, Laoag City, and Batac City to discuss preliminary land concerns and disputes affecting school sites; and
 - d. Provide and support preliminary recommendations, effective-decision-making, and resolution of the land-related concerns and equipping the technical assistants relevant information and data,
3. Attached as *Enclosure A* is the list of participants and their respective schedules for attendance. School Heads or the Administrative Officers of the respective schools are enjoined to attend the said Town Hall meeting. Participants are required to pre-register their attendance using the following



Toured

"Ragsak ken rag-ami ti napudno nga agserbi."

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link: <https://forms.gle/eK2PoCLUrQA38XdQ8>, or by scanning the QR Code below:



4. Likewise attached as *Enclosure B* is the indicative program of activities for the Town Hall Meeting.
5. Lunch and AM/PM Snacks shall be served. Travel expenses may be charged from Local Funds/MOOE of the respective schools, subject to usual auditing and budgeting rules and regulations.
6. This serves as the **Approved Authority to Travel** for the participants.
7. For information, guidance, and compliance.

ATTY. DONATO D. BALDERAS, JR.
Schools Division Superintendent

For the SDS:


JO ELUIE MEI T. DOMINGO, EdD
Assistant Schools Division Superintendent



Ciron St., Brgy. 7-B, Laoag City
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Enclosure No. 1

SCHEDULE OF SCHOOLS

Titling Talks: A Townhall Meeting in Identifying Gaps and Challenges in School Site Titling

Day 1 - October 9, 2025

Division/ District	Number of Schools (Primary and Secondary)
Pagudpud-Adams	24
Bangui-Dumalneg	19
Pasuquin	25
Burgos	11
Currimaos	11
Total	90

Pagudpud-Adams

1. Adams CES
2. Aggasi ES
3. Balaoi IS
4. Bucarot PS
5. Burayoc ES
6. Caparispisan ES
7. Caunayan ES
8. Dampig ES
9. Gamaban ES
10. Luzong ES
11. Luzuyo PS
12. Malaggao PS
13. Pagudpud CES
14. Pagudpud South CES
15. Pancian ES
16. Pasaleng ES
17. Saguigui ES
18. Saud ES
19. Subec ES
20. Tarrag ES
21. Luzong NHS

22. Pagudpud NHS
23. Pasaleng NHS
24. Adams NHS

Bangui-Dumalneg

1. Abaca ES
2. Alao-ao ES
3. Bacsil ES
4. Banban ES
5. Bangui CES
6. Baruyen ES
7. Dadaor ES
8. Dumalneg ES
9. Lanao ES
10. Masikil ES
11. Nagbalagan ES
12. Paddagan ES
13. San Isidro ES
14. Suyo ES
15. Taguipuro ES
16. Banban NHS
17. Bangui NHS





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18. Lanao NHS
19. Dumalneg NHS

Pasuquin

1. Binsang ES
2. Cababaan IS
3. Caruan ES
4. Carusikis ES
5. Dadaeman ES
6. Davila ES
7. Dilanis ES
8. Dilavo ES
9. Gabaldon ES
10. Madalayap ES
11. Nagabungan ES
12. Naglicuan ES
13. Nagsanga ES
14. Pangil ES
15. Pasuquin CES
16. Puyupuyan ES
17. San Isidro PS
18. San Juan ES
19. Sta. Catalina ES
20. Sulbec PS
21. Surong PS
22. Tabungao PS
23. Tadao ES
24. Ilocos Norte Agriculture
College
25. Davila NHS

Burgos

1. Ablan Community School
2. Agaga ES
3. Bayog ES
4. BLISS ES
5. Bobon ES
6. Burgos Central ES
7. Nagsurot ES
8. Paayas ES
9. Saoit - Pagali ES
10. Tanap ES
11. Burgos Agro-Industrial
School

Currimaos

1. Bimmanga ES
2. Comcomloong-Anggapang
ES
3. Doña Josefa E. Marcos ES
4. Langayan ES
5. Maglaoi ES
6. Paguludan PS
7. Pangil ES
8. Pias-Gaang ES
9. Wilbur C. Go ES
10. Wilbur C. Go NHS
11. Currimaos NHS



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Day 2 - October 10, 2025

Division/ District	Number of Schools (Primary and Secondary)
Vintar	43
Piddig-Carasi	21
Banna	21
Total	84

Vintar

- | | |
|----------------------------|----------------------------|
| 1. Abkir ES | 33. Salpad IS |
| 2. Alejo Malasig ES | 34. Salsalamagui ES |
| 3. Alsem ES | 35. Saricao ES |
| 4. Bago ES | 36. Tamdagan ES |
| 5. Bulbulala PS | 37. Tungal ES |
| 6. Cabangaran ES | 38. Vintar CES |
| 7. Cabayo ES | 39. Visaya ES |
| 8. Cabisuculan-Columbia ES | 40. Malampa ES |
| 9. Canaam ES | 41. Florentino Camaquin IS |
| 10. Columbia PS | 42. Isic-isic NHS |
| 11. Danao ES | 43. Vintar NHS |
| 12. Dasar ES | |
| 13. Dimamaga ES | Piddig-Carasi |
| 14. Dipilat ES | 1. Ab-Abut ES |
| 15. Esperanza ES | 2. Abucay ES |
| 16. Ester ES | 3. Boyboy ES |
| 17. Florentino Camaquin IS | 4. Calambeg ES |
| 18. Gubang ES | 5. Carasi ES |
| 19. Isic-Isic ES | 6. Dupitac ES |
| 20. Lipay ES | 7. Estancia IS |
| 21. Lubnac ES | 8. Gayamat PS |
| 22. Mabanbanag PS | 9. Lagandit ES |
| 23. Magabobo ES | 10. Libnaoan ES |
| 24. Malampa ES | 11. Maab-abaca PS |
| 25. Manarang ES | 12. Maruaya ES |
| 26. Margaay ES | 13. Piddig Central ES |
| 27. Masadsaduel ES | 14. Piddig South CES |
| 28. Namoroc-Mabanbanag ES | 15. San Antonio ES |
| 29. Pallas IS | 16. Sta. Maria ES |
| 30. Parparoroc ES | 17. Tangaoan ES |
| 31. Parut ES | 18. Tonoton ES |
| 32. Sagpat ES | 19. Virbira-Angset ES |
| | 20. Piddig NHS |
| | 21. Carasi NHS |



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Banna

1. Bangsar ES
2. Banna CES
3. Barbarangay ES
4. Bomitog ES
5. Bugasi ES
6. Caestebanan ES
7. Caribquib ES
8. Catagtaguen ES
9. Crispina ES
10. Imelda ES
11. Lading ES
12. Macayepyep ES
13. Nagpatayan ES
14. Quiaoit Memorial ES
15. Sinamar ES
16. Tabtabagan ES
17. Valdez ES
18. Caribquib NHS
19. Banna NHS
20. Catagtaguen NHS
21. Caestebanan NHS



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Day 3 - October 15, 2025

Division/ District	Number of Schools (Primary and Secondary)
Laoag City	28
Batac City	17
San Nicolas	13
Pinili	20
Nueva Era	12
Total	90

Laoag City

1. Amarosa ES
2. Balacad ES
3. Cabeza ES
4. Calayab ES
5. Cavit-Araniw ES
6. Darayday ES
7. Gabu ES
8. Laoag Central ES
9. Tangid ES
10. Gabu NHS
11. Balatong IS
12. Buttong IS
13. Agripino P. Santos ES
14. Alipio N. Ignacio Memorial ES
15. Caaocan ES
16. Casili ES
17. Cataban ES
18. Don Galicano R. Raffles Memorial ES
19. Eulalio. F. Siazon Memorial ES
20. Navotas ES
21. Pila ES
22. Shamrock ES
23. Sta. Maria ES
24. Suyo ES

25. Sto. Nino ES
26. Ilocos Norte College of Arts and Trades
27. Ilocos Norte NHS
28. Rodolfo CG Farinas Jr. National Science High School

Batac City

1. Catalino Acosta Mem. ES, Special Education Center
2. Colo-Mabaleng ES
3. Cumcumraas-Manggaddi-Pitpitac ES
4. Mariano Marcos Memorial ES
5. Magnuang ES
6. Maipalig-Quiom ES
7. Naguirangan-Capacuan ES
8. P. Q. Pimentel ES
9. Parangopong ES
10. Payao ES
11. Quiling ES
12. Sumader ES
13. Tabug ES
14. Batac NHS
15. Crispina Marcos Valdez NHS





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16. City of Batac NHS Payao
17. City of Batac NHS Poblacion

San Nicolas

1. Asuncion ES
2. Barabar ES
3. Bingao ES
4. Bugnay ES
5. Catuguing ES
6. Eladio V. Barangan MES
7. Filipinas East ES
8. Filipinas West ES
9. Pasion Barangan MES
10. San Nicolas ES
11. Cayetano Bumanglag ES
12. San Nicolas NHS
13. Bingao NHS

Pinili

1. Badio ES
2. Barbar ES
3. Bicbica PS
4. Buanga ES
5. Bulbulala ES
6. Cabaroan ES
7. Darat ES
8. Don Mariano Marcos Mem. Sch.

9. Godogod ES
10. Gulpeng PS
11. Liliputen ES
12. Nagtrigoan ES
13. Pugaoan-Bungro ES
14. Puritac-Dalayap ES
15. Puzol ES
16. Sacritan IS
17. Salanap ES
18. Sto. Tomas IS
19. Upon PS
20. Pinili NHS

Nueva Era

1. Acnam-Caray ES
2. Barangobong ES
3. Barikir ES
4. Bugayong ES
5. Cabittauran ES
6. Garnaden IS
7. Naguilian ES
8. Nueva Era CES
9. Santo Nino ES
10. Uguis IS
11. Adriano P. Arzadon NHS
12. Nueva Era NHS



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Day 4 - October 16, 2025

Division/ District	Number of Schools (Primary and Secondary)
Laoag	12
Bacarra	26
Paoay	17
Sarrat	17
Batac	16
Total	88

Laoag City

- Ilocos Norte Regional School of Fisheries
- Caoacan High School
- Bacsil ES
- Barit ES
- Vira ES
- Faustino Reyes Memorial ES
- Gabaldon ES
- Lagui-Sail ES
- Plaridel ES
- Roque B. Ablan ES
- Salet ES
- San Mateo IS

- Ganagan ES
- Macupit ES
- Nambaran ES
- Paninaan ES
- Parang ES
- Pasiocan ES
- Pulangi ES
- Pungto ES
- Sabas-Sagisi MES
- San Agustin ES
- Santo Cristo ES
- SPECIAL EDUCATION CENTER
- Tambidao ES
- Tubburan IS
- Bacarra National Comprehensive High School
- Cadaratan NHS

Bacarra

- Apaleng-Libtong ES
- Bacarra CES
- Bangsirit ES
- Buyon ES
- Cabaruan ES
- Cabulalaan IS
- Cadaratan ES
- Calioet ES
- Casilian ES
- Casilian PS - Taguipuro Annex

Paoay

- Bacsil ES
- Evangelista ES
- Malaguip IS
- Monte ES
- Mumulaan ES
- Nagbacalan ES
- Nagbacalan West ES
- Nalasin ES
- Nanguyudan ES



Ragsak ken rag-omi ti napudno nga agserbi.



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10. Paoay CES
11. Paoay East Central ES
12. Pasil ES
13. Salbang ES
14. Sideg ES
15. Suba ES
16. Paoay Lake NHS
17. Paoay NHS

Sarrat

1. Binaratan ES
2. Cabuloan ES
3. Golgol ES
4. Pandan IS
5. Parang ES
6. Patad ES
7. Ruiz ES
8. Sagpatan ES
9. San Andres ES
10. San Antonio ES
11. San Bernabe ES
12. San Pedro ES
13. Sarrat Central School

14. Sarrat North CS
15. Sta. Rosa ES
16. Sarrat NHS
17. Sta. Rosa NHS

Batac

1. Benigno Macadaeg Mem. ES
2. Baay ES
3. Baligat ES
4. Baoa ES
5. Bil-loca ES
6. Biningan ES
7. Camandingan ES
8. Dariwdiw ES
9. Hilario Valdez MES
10. Nagbacalan ES
11. Rayuray ES
12. San Mateo ES
13. Baoa East ES
14. City of Batac NHS Rayuray
15. Gen. Artemio Ricarte SHS
16. Ferdinand E. Marcos SHS



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Day 5 - October 17, 2025

Division/ District	Number of Schools (Primary and Secondary)
Solsona	17
Dingras	30
Marcos	16
Badoc	23
Total	86

Solsona

1. Bagbag ES
2. Bagbago ES
3. Barcelona ES
4. Catangraran ES
5. Darasdas ES
6. Lipay ES
7. Maananteng ES
8. Manalpac ES
9. Nagpatpatan ES
10. San Juan ES
11. Santiago ES
12. Solsona Central ES
13. Sta. Ana ES
14. Talugtug ES
15. Solsona NHS
16. Talugtug Solsona NHS
17. Bagbag Solsona NHS

11. Francisco ES
12. Hilaria Salvatierra Mem. ES
13. Mabino ES
14. Mandaloque ES
15. Medina Parado ES
16. Peralta ES
17. Sagpatan ES
18. Saludaes-Cali ES
19. San Esteban ES
20. San Marcelino ES
21. San Marcos ES
22. Sulquiano ES
23. Suyo ES
24. Ver ES
25. Suyo NHS
26. Bamasesamar NHS
27. Barong NHS
28. Dingras NHS
29. Lt. Edgar Foz MNHS
30. San Marcelino NHS

Dingras

1. Bacsil ES
2. Bagut ES
3. Baresbes ES
4. Barong ES
5. Capasan ES
6. Dingras Central ES
7. Dingras West CES
8. Elizabeth ES
9. Elizabeth-Lanas ES
10. Espiritu ES

Marcos

1. Biding ES
2. Cacafean ES
3. Elizabeth ES
4. Escoda ES
5. F. Daquioag Mem. ES
6. Ferdinand ES
7. Fortuna ES
8. Imelda ES





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- | | |
|--|-------------------------|
| 9. Mabuti ES | 13. Morong ES |
| 10. Marcos CS | 14. Nagrebcan ES |
| 11. Pacifico ES | 15. Pagsanahan ES |
| 12. Santiago ES | 16. Paltit ES |
| 13. Tabucbuc ES | 17. Pasuc-Parang ES |
| 14. Marcos NHS | 18. Saud ES |
| 15. Santiago NHS (Marcos NHS
Santiago Campus) | 19. Sta. Cruz ES |
| 16. Agunit NHS (Marcos NHS
Agunit Campus) | 20. Turod ES |
| | 21. Virgen Milagrosa ES |
| | 22. Nagrebcan NHS |
| | 23. PAGSANAHAN NHS |

Badoc

1. Ar-Arusip ES
2. Aring ES
3. Badoc North CS
4. Badoc South CS SPED
Center
5. Camanga ES
6. Caraitan IS
7. Gabut ES
8. Labut ES
9. Lasien School
10. Mabusag Sur ES
11. Mabusag-Napu ES
12. Madupayas ES



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Enclosure No. 2

TITLING TALKS: A Townhall Meeting in Identifying Gaps and Challenges in School Site Titling

Pre-registration link - <https://forms.gle/eK2PoCLUrQA38XdQ8>



OCTOBER 9-10 & 15-17, 2025		
PART I	REGISTRATION AND PRELIMINARIES	
7:15 AM to 8:30 AM	Registration of Participants	TWG
8:30 AM to 9:00 AM	Preliminaries Prayer Singing of National Anthem Singing of Hymns Roll Call	TWG
9:00 AM to 9:05 AM	Welcome Message	Atty. Eric Karl Nicholas M. Aguilar Attorney III Schools Division of Ilocos Norte
9:05 AM to 9:10 AM	Message	Atty. Donato D. Balderas, Jr. Schools Division Superintendent Schools Division of Ilocos Norte Anselmo R. Aludino Schools Division Superintendent Schools Division of the City of Batac Joann A. Corpuz EdD, CESO V Schools Division Superintendent Schools Division of Laoag City
9:10 AM to 9:20 AM	Rationale of the Townhall Meeting	Sean Keith Q. Rafael Technical Assistant II Sites Titling Office – Ilocos Norte
PART II	TOWNHALL PROPER	
9:20 AM to 10:20 AM	Overview of the School Sites Titling Program in Ilocos Norte Importance of Land Titling for Schools	TWG
10:20 AM to 10:35 AM	AM SNACK	
10:35 AM to 11:00 AM	Five Most Common Issues in School Sites Titling	Atty. Eric Karl Nicholas M. Aguilar Attorney III Schools Division of Ilocos Norte Atty. Graciella Fae P. Saguiguit Administrative Officer IV/Legal Officer Designate Schools Division of Laoag



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		Gerwin V. de la Rosa Legal Officer Designate Schools Division of Batac
11:00 AM to 12:00 NN	Testimonies/sharing of challenges from selected school heads	School Heads/Administrative Officers/Representatives
12:00 NN to 12:50 PM	LUNCH	
12:50 PM to 1:00 PM	ENERGIZER	
PART III	STAKEHOLDER INPUTS AND OPEN FORUM	
1:00 PM to 3:00 PM	Open Forum (Q&A, clarifications, concerns from stakeholders and participants)	TWG
PART IV	WAYS FORWARD	
3:00 PM to 3:10 PM	Presentation of Proposed Action Plan / Next Steps	Engr. John Paul C. Suguitan Technical Assistant IV Sites Titling Office – Ilocos Norte
3:10 PM to 3:30 PM	Signing of Commitment / Manifesto of Support	School Heads/Administrative Officers/Representatives
3:30 PM to 3:45 PM	PM SNACK	
3:45 PM to 4:00 PM	Key Takeaways	School Heads/Administrative Officers/Representatives
PART V	CLOSING PROGRAM	
4:00 PM to 4:05 PM	Closing Message	TWG
4:05 PM to 4:10 PM	Acknowledgment	TWG

Technical Working Group

Name	Designation/Position
Atty. Eric Karl Nicholas M. Aguilar	Attorney III
Veatrice Mae Raguindin	ADA VI / Secretariat
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