



Republic of the Philippines  
**Department of Education**

REGION I  
SCHOOLS DIVISION OF THE CITY OF BATAC

DIVISION MEMORANDUM

No. **122**, s. 2026

**18 FEB 2026**

**NOTICE OF MEETING**

To: Assistant Schools Division Superintendent  
Chief Education Supervisors  
All Public School Heads  
All School Cultural Coordinators  
All Others Concerned

1. In connection with the hosting of the Schools Division of the City of Batac for the Regional Schools Press Conference on March 10–13, 2026, and considering the urgency of the matter, an urgent coordination and planning meeting shall be conducted **today, February 18, 2026 (Wednesday), at 3:00 PM** at the SDO Conference Hall.

2. Participants of the meeting will be:  
a. RSPC Focal Person or representative  
b. Committee on Program  
c. Committee on Production Number  
d. All School Cultural Coordinators

3. Additionally, the following employees are also invited to attend the meeting:  
1. Leilani M. Rasco  
2. Glen Jayson L. Franco  
3. Zindie Mae C. Hibaya  
4. John Paul L. Pagdilao  
5. Steve John R. Bautista  
6. Aiken Jay T. Respicio  
7. Mc Dowell M. Sibucan

4. Immediate and wide dissemination of and strict compliance with this Memorandum are directed.

**ANSELMO R. ALUDINO**  
Schools Division Superintendent

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

PROGRAMS

SGOD/dro/ 26003 Notice of Meeting



SDCB RECORDS UNIT

**2602919**



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