



Republic of the Philippines
Department of Education
REGION III
BATAAN HIGH SCHOOL FOR THE ARTS

SCHOOL MEMORANDUM
No. 021, s. 2025

FEB 10 2025

SCHEDULE OF 4TH QUARTER EXAMINATION AND READING OF SCHOOL FORMS

To: Chief Administrative Officers
Chief Education Program Specialist
All School Office Personnel
All Others Concerned

1. This Office announces the conduct of Fourth Periodical Exam pursuant to DepEd Order No. 009, s. 2024 (Implementing Guidelines on the School Calendar and Activities for the School Year 2024–2025)".
2. In preparation for the successful conclusion of the 4th Quarter of the academic year 2024-2025 the Bataan High School for the Arts announces the following schedule and guidelines for the 4th Quarter Examination:

Activity	Date	Grade Level
Submission of Quarterly Examination with TOS	March 24, 2025	
4th Quarter Examination	April 1-2, 2025	Grade 10
	April 3-4, 2025	Grade 7-9
Submission of Grades	April 4, 2025	

3. Arts and Basic Education Teachers are advised to allot the remaining available periods in the schedule to observe and monitor completion and review-related activities.
4. In connection with this, Arts and Basic Education Teachers are required to submit to the Academic Affairs office hard copies of their respective examination with the corresponding Table of Specification on or before March 24, 2025.
5. Analyze the 4th quarter exam results and submit hard and soft copies (via Google Drive) by the deadline. Pepito B. Hernandez (MT I, Academic Division) will handle consolidation, proofreading, and submission of the hard copies and create the Google Drive folder for the soft copies.
6. In preparation for the upcoming end-of-school-year activities and in compliance with the Department of Education's guidelines, all faculty members are required to participate in the Reading of School Forms scheduled as follows:
February 10, 2025



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Activity	Grade Level	Teacher/Adviser	Time
Reading of School Forms	Grade 7	Rusell Alden R. Mangalindan	11:30-12:30
	Grade 8	Neale Oliver V. Bonbon	1:30-2:30
	Grade 9	Lourrie Mey F. Libo-on	10:30-11:30
	Grade 10	Jayson T. Sarmiento	9:30-10:30 AM

7. All Advisers must prepare the following documents:

- SF 1
- SF 9
- SF 10 with PSA birth certificate and Elementary SF 10
- Summary sheets
- Grading sheets


MIA ARIAN P. TANCIONGCO, PhD
Director III
School Director

Encl.:
Reference:
To be indicated in the Perpetual Index
Under the following subjects

MEMORANDUM

AA04/AA01 February 5, 2025