



Republic of the Philippines
Department of Education
REGION III

BATAAN HIGH SCHOOL FOR THE ARTS

SCHOOL MEMORANDUM

No. 64, s. 2025

APR 23 2025

ADDENDUM FOR SCHOOL MEMORANDUM NO. 64, S. 2025

To: Chief, Functional Divisions
All Others Concerned

1. Relative to School Memorandum No. 64, s. 2025 "Conduct of Recognition Day and Moving-Up Ceremony", this Office informs all teaching, teaching-related, and non-teaching personnel of the 5 functional divisions allowing to directly report to Pavillon, Tourism Park, Balanga, Bataan on April 14, 2025.
2. Basic Education Teachers, Art Teachers, and Stage Design/Decoration Committee who will be reporting to Pavillon on April 13, 2025 (Sunday), may avail a compensatory time-off/service credit/offset, or whichever is applicable, for the preparation and decoration of the venue to ensure a well-organize flow and venue.
3. School Flag Ceremony shall be moved to April 15, 2025, following the usual time and process.
4. Two (2) male representatives from each functional divisions are requested to assist and load all materials/props/decors used during the event in the vehicle provided by the school and shall be endorsed by the chief to the Grade 10 Adviser.
5. Travel expenses shall be charged against School MOOE or other available local fund/s, subject to the existing auditing and accounting procedures.
6. For other concerns, visit the HRU-Administrative Office and/or email us at hr1.bhsa.bataan@deped.gov.ph.
7. Wide and immediate dissemination is desired.

MIA ARSANA MANCIONGCO, PhD
Director III
School Director

Encl.: None
Reference: as stated
To be indicated in the Perpetua Index under the following subjects

RECOGNITION

MOVING-UP

AD02 April 13, 2025



"Bayan ng Bayani, Bayang ng Sining 2025"

Brgy. Ibaba, Bagac, Bataan

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(047) 244-5321 / 0918-965-5281

bhsa@deped.gov.ph

