



Republic of the Philippines

Department of Education

REGION III

BATAAN HIGH SCHOOL FOR THE ARTS

SCHOOL MEMORANDUM

No. 074, s. 2025

APR 25 2025

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

STUDENT AFFAIRS REPORTING OF IPCRF AND ACCOMPLISHMENT REPORT

1. Please be informed that there will be a Reporting of IPCRF and Accomplishment Report of Student Affairs on April 25, 2025 at La Jolla Luxury Beach Resort, 1 pm to 4 pm.
2. This activity aims to ensure transparency and alignment with institutional goals. It provides an opportunity for staff to reflect on their performance and contribute to the school's continuous improvement efforts.
3. The following participants are expected to attend:

NO.	NAME		DESIGNATION
1	GARCIA	ALMA	Chief Administrative Officer
2	SAMONTE	PERLIE ANN	Supervising Administrative Officer
3	ALONZO	MARGIOLEH	Project Development Officer III - Admission Unit
4	VILLANUEVA	IMELDA	Administrative Officer IV - Records Management Unit
5	BONAGUA	FRANCE JOY	Dentist I
6	DE GUZMAN	LOUISA DAWN	Nutritionist Dietician
7	LABANDILO	TIMI	Nurse I
8	OLIVERA	JERELINE	Dormitory Manager II
9	SARTIGA	JOYCE ANN	Dormitory Manager I
10	MANGALINDAN	CHRISTIAN	Administrative Assistant II
11	REYES	ANGELINA	MOOE Clerk



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12	CLAVEL	RENNOR	IT Analyst
13	CALING	RAYMOND	Planning Officer II

4. No school funds shall be utilized for this activity.

5. For information and strict compliance.

MIA ARIANA P. TANCIONGCO, PhD
School Director

To be indicated in the Perpetual Index
Under the following subjects:

MEETING
PERFORMANCE
SA02/APRIL 24, 2025