

Department of Education

REGION III

BATAAN HIGH SCHOOL FOR THE ARTS

SCHOOL MEMORANDUM

No. 077, s. 2025

CORRIGENDUM AND ADDENDUM TO SCHOOL MEMORANDUM NO. 058, S. 2025: BHSA STRATEGIC PLANNING FOR FISCAL YEAR 2026

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

- 1. To ensure the continuous efficient performance of each division, this Office announces the upcoming Bataan High School for the Arts Strategic Planning for fiscal year 2026, which will be held on May 7-9, 2025, at Mansion Hotel Garden, SBMA. This session is an important step in defining our direction for the future and ensuring that we are aligned with our goals and objectives.
- 2. Each Division is requested to prepare the following presentation for their respective departments:
 - a. SWOT Analysis.
 - b. Programs, Projects, and Activities (PPAs) for the fiscal year 2026.
 - c. SIP table for the fiscal year 2026-2028.
- 3. All other provisions in the School Memorandum No. 58 are still in effect.
- 4. Enclosed herewith are the revised list of participants and the program matrix.
- 5. For information and guidance.

NCIONGCO, PhD

Encl.: as stated

Reference: School Memo No. 058 To be indicated in the Perpetual Index

Under the following subjects

MEMO

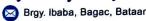
OSD01/OSD04 May 2, 2025













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PROGRAM MATRIX

Day 1

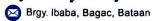
Time	Activity	Person/Group Responsible
08:30 AM - 09:00 AM	Registration of Participants	Student Affairs Division
9:00 AM - 9:15 AM	Preliminaries	Audio Visual Presentation (AVP)
9:15 AM - 12:00 NN	Presentation and Review of SRC Output	Mia Ariana P. Tanciongco School Director
	ep i i di edica	Margioleh G. Alonzo PDO III
12:00 NN - 1:00 PM	Lunch	TWG
1:00 PM - 3:00 PM	SIP and AIP Discussion	Raymond O. Caling Planning Officer II
		Hannah Pedrocillo Planning Officer I
3:00 PM - 3:30 PM	Health Break/ PM Snack	TWG
3:30 PM - 5:00 PM	SIP and AIP Workshop	Academic Affairs Student Affairs Administrative Division Finance Division Office of the School Director GAD/Senior Citizen/PWD DRRM
5:00 PM - 6:00 PM	Break	TWG
6:00 PM - 7:00 PM	Dinner	TWG



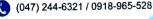


















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Day 2

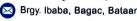
Time	Activity	Person/Group Responsible
08:00 AM – 8:15 AM	Preliminaries Management of Learning	Administrative Division
8:15 AM - 10:00 AM	Presentation and Review of SRC Output	Academic Affairs Student Affairs Administrative Division Finance Division Office of the School Director
10:00 AM - 10:15 AM	AM Snack and Health Break	TWG
10:15 AM - 12:00 NN	Presentation and Evaluation of Proposed Programs, Projects, and Activities for 2026-2028	Academic Affairs Student Affairs Administrative Division Finance Division Office of the School Director GAD/Senior Citizen/PWD DRRM BAC
1:00 PM - 3:00 PM	Continuation of Presentation and Evaluation of Proposed Programs, Projects, and Activities for 2026-2028	Academic Affairs Student Affairs Administrative Division Finance Division Office of the School Director GAD/Senior Citizen/PWD DRRM BAC
3:00 PM - 3:15 PM	PM Snack and Health Break	TWG
3:15 PM - 5:00 PM	Continuation of Presentation and Evaluation of Proposed Programs, Projects, and Activities for 2026-2028	Academic Affairs Student Affairs Administrative Division Finance Division Office of the School Director GAD/Senior Citizen/PWD DRRM BAC





















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5:00 PM - 6:00 PM		
0.00 TM = 0.00 PM	Break	TWG
6:00 PM - 7:00 PM		- 11 0
0.00 TW - 7.00 PW	Dinner	TWG
		1 0

Day 3

Time	Activity	Person/Group Responsible
08:00 AM – 8:15 AM	Preliminaries Management of Learning	Administrative Division
8:15 AM - 9:15 AM	Presentation and Evaluation of PPA's for 2026	Academic Division
9:15 AM - 10:15 AM	Presentation and Evaluation of PPA's for 2026	Student Affairs Division
10:15 AM - 10:30 AM	Health Break and AM Snacks	TWG
10:30 AM - 11:30 AM	Presentation and Evaluation of PPA's for 2026	Administrative Division
11:30 AM - 12:00 NN	Presentation and Evaluation of PPA's for 2026	Administrative Division - GAD/PWD/SC
12:00 NN - 1:00 PM	Lunch Break	TWG
1:00 PM - 2:00 PM	Presentation and Evaluation of PPA's for 2026	Finance Division
2:00 PM – 3:00 PM	Presentation and Evaluation of PPA's for 2026	OSD
3:00 PM - 3:30 PM	Presentation and Evaluation of PPAs for 2026	Student Affairs - DRRM
3:30 PM - 4:00 PM	Presentation and Evaluation of PPAs for 2026	BAC





















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4:00 PM - 5:00 PM

Synthesis: Closing, awarding of certificates

Academic Affairs Division

TECHNICAL WORKING GROUP (TWG)

Group/Designation	Name	Position	
Registration	Imelda Villanueva	Administrative Officer IV	
		Tammodadive Officer IV	
Venue/Food	Christian Mangalindan	Administrative Assistant II	
venue/100d	Avegail Vicente	Administrative Officer V	
	Cesiah Faith Hernandez	Administrative Officer IV	
Transportation			
Transportation	Oliver Arevalo	Supervising Administrative	
		Officer/OIC - CAO	
	Jomar dela Cruz	Administration Off	
D .		Administrative Officer IV	
Room assignment	Bernadette dela Cruz	Chief Administrative Officer	
Documentation	Rosie Basilio	Senior Education Program	
		Specialist	
	Perlie Ann Samonte		
		Supervising Administrative Officer	
		Project Development Office W	
Certificates	Margioleh Alonzo	Project Development Officer III	
Cermicates	Samuel Quiroz	Supervising Administrative Officer	
	Ma. Glenda dela Fuente	Education Program Specialist II	
	delia dela ruente		
	Joshua Barrometro	Administrative Assistant II	
Monitoring and	TV 1	The state of the s	
Evaluation	Hannah Grace Pedrocillo	Planning Officer I	
Technical	Melbourne Salonga	T C	
	January Salonga	Information Technology Officer I	
Sofot: Off	Rennor Clavel	Information Systems Analyst	
Safety Officer	Timi Labandilo	Nurse I	
Facilitator	Raymond Caling	Planning Officer II	



















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List of Participants

	NAME	DIVISION	Position
1.	Mia Ariana P. Tanciongco	Office of the School	Director III
2.	Raymond O. Caling	Director	Planning Officer II
3.	Hannah Grace I. Pedrocillo		Planning Officer I
4.	Melbourne L. Salonga		Information Technology Officer I
5.	Rennor C. Clavel		Information System Analyst II
6.	Neil R. Pantaleon		Clerk
7.	Ronald P. Bantugan	Academic Affairs	Chief Administrative Officer
8.	Samuel A. Quiroz	Division	Supervising Administrative Officer
9.	Rosie Basilio		Senior Education Program Specialist
10.	Ma. Glenda Dela Fuente		Education Program Specialist II
11.	Joshua Barrometro		Administrative Assistant II
12.	Alma R. Garcia	Student Affairs	Chief Administrative Officer
13.	Perlie Ann T. Samonte	Division	Supervising Administrative Officer
14.	Margioleh G. Alonzo		Project Development Officer III
15.	Imelda Villanueva		Administrative Officer IV
16.	Christian Mangalindan		Administrative Assistant II
17.	Timi Labandilo		Nurse I
18.	Louisa Dawn De Guzman		Nutritionist
19.	France Joy V. Bonagua		Dentst
20.	Joyce Ann Sartiga		Dorm Manager
21.	Bernadette M. Dela Cruz	Finance Division	Chief Administrative Officer
22.	Lyda v. Bantugan		Supervising Administrative Officer
23.	Karen Macalinao		Administrative Officer V- Budget
24.	Cesiah Faith Tutol		Administrative Officer IV- Budget
25.	Mark Jeno Gaor		Accountant III
26.	Emmanuel Felicilda		Administrative Officer II
27.	Oliver V. Arevalo	Administrative	OIC- Chief Administrative Officer
28	Romina D. Velasco	Division	Administrative Officer V
29.	Nieva Adelino		Administrative Officer V
30.	Avegail Vicente		Administrative Officer V- Gen. Services
31	Jomar Dela Cruz		Administrative Officer IV-Admin
32	Joseph Aaron Macalinao		Administrative Officer III

















