



Date: June 9, 2015

**SCHOOL MEMORANDUM**  
 NO. 0041, s. 2015

117th Philippine Independence Day & Foundation Day

TO: All Teachers / Nonteaching Personnel

In view of the school's observance of its 19th Foundation Day on June 10, 2015, please be guided by the following:

- a) Attendance of students should be checked in the different events / activities, i.e. Parade, Mass Demo, Parlor Games, etc. This is to account for the presence of each student as June 10 is part of the performance activities for the 1st quarter;
- b) Non-catholics may not attend the thanksgiving mass (but, again should be properly noted);
- c) Maximum participation of everyone (teachers + students) is highly desired.

June 11 (Thursday) is a regular day for academic instruction, until 3:00 pm only, as there will be a special meeting from 3:00 pm onwards, ICT Room. Attendance to this meeting is imperative.

Proposed agenda are subjects concerning the following:

1. K to 12 Assessment - c/o Mrs. Del Valle
2. Senior HS Updates - c/o Mrs. Ollera
3. BAC + Procurement Process - c/o SH
4. Other matters

June 12 is a holiday, but teachers are required to attend the celebration at the octagon, 7:30 am onwards. For more information.

**EVA C. MALANYAON, PhD**  
 School Head

- Faculty Members
- ANTONIO A. AZUELA  
Publication Advisor
  - ANNE Z. OLLETA  
STEP Coordinator
  - AILENE D. PADILLO  
Registrar
  - ANGIE Y. ABLEDO  
CAT Facilitator /  
Property Coordinator
  - CONNIE R. ELOPHE  
Prefect of Discipline
  - FLORENCE R. ELOPHE  
IT Coordinator
  - RULEY L. GONZALEZ  
Science Coordinator
  - ANALIZA A. ALCALA  
Majority Coordinator
  - MARIA CHONA R. DEL VALLE  
Guidance Counselor /  
Designer
  - PAULA C. ARENAS  
School Librarian
  - CRISANTA N. DARILAY  
DRC Facilitator
  - CHERRY T. NODADO  
Sci-Math Advisor
  - ASPIER A. VISCAYA  
Pre-O Advisor
  - SHARON A. DASIGAN  
Medical Clinic /  
In-charge
  - MARICAR P. PANGING  
Disbursing Officer
  - VIVIANE S. FORTUNA  
Asst. IT Coordinator
  - MARK A. SERRA  
Asst. IT Coordinator
  - JOYCE A. PANGING  
NIP Coordinator
  - JENNIFER T. MANGANGAD  
Classroom Coordinator
  - RODOLFO S. MARES  
Asst. Director /  
Supervisor
  - NEEDRA P. MANAO  
Asst. IT Coordinator
  - CHARIZA D. CERVAÑO  
Asst. PEED Coordinator
  - CRIS PENNYLANE A. FLORENDO  
Filipino Coordinator
  - MICHELLE A. GARCIA  
Subject Teacher
  - HARDY S. CLAROS
  - VIRGILIO S. DASIGAN
  - GERRY B. SALVINO