



Republic of the Philippines  
**Department of Education**  
 REGION IV-A CALABARZON  
 CITY SCHOOLS DIVISION OF THE CITY OF TAYABAS

12 JAN 2022

DIVISION MEMORANDUM  
 No. 021 s. 2022

**ADMINISTRATORS AND STAKEHOLDERS' CONVERGENCE FOR THE LIMITED  
 FACE-TO-FACE LEARNING MODALITY PREPARATION**

To: OIC - Assistant Schools Division Superintendent  
 Chief Education Supervisors  
 Heads, Public Elementary and Secondary Schools  
 Heads, Unit/Section  
 All Others Concerned

1. As mandated by DepEd Order No. 85 s. 2021, further preparations for the implementation of the expanded phase of the face-to-face classes shall be targeted to commence in early 2022. Thus, all public and private schools nationwide shall start preparations for the offering of such.
2. In compliance therewith, the City Schools Division of the City of Tayabas identified and validated selected schools for the initial offering of the Limited Face-to-Face Learning Modality which shall be recommended to the Regional Office for approval. Hence, technical assistance are provided and various teams are sent to ensure the smooth preparation of each schools.
3. As part of the series of Technical Assistance (TA) activities provided by the Schools Division Office (SDO), a program for an integrated technical assistance titled **"Administrators and Stakeholders' Convergence for the Limited Face-to-Face Learning Modality Preparation"** will be held on **January 13, 2022, 9:00am - 12:00nn, via Google Meet.**
4. School Heads of the identified and validated schools including their teachers, PTA Officers and Barangay Officials are requested to attend.
5. Attached are the Enclosure 1 List of Attendees and Enclosure 2 Programme.
6. Immediate dissemination of this memorandum is desired.

**GERLIE M. ILAGAN, CESO VI**  
 Assistant Schools Division Superintendent  
 OIC-Office of the Schools Division Superintendent

Encl.:  
 As stated



Brgy. Poto, Tayabas City



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**Enclosure 1:** List of Attendees

**ADMINISTRATORS AND STAKEHOLDERS' CONVERGENCE FOR THE LIMITED  
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Office	Attendees
Office of the Schools Division Superintendent	Gerlie M. Ilagan, CESO VI OIC - SDS
Office of the Assistant Schools Division Superintendent	Antonio P. Faustino, Jr. OIC - ASDS
Administrative Services	Conrado C. Gabarda Administrative Officer V
Curriculum Implementation Division	Imelda C. Raymundo CID Chief  All Education Program Supervisors and ALS Education Program Specialist
School Governance and Operations Division	Edwin R. Rodriguez SGOD Chief  Senior Education Program Specialists - M&E and HRD Planning Officer III Education Program Specialists - II - Social Mobilization / HRTD Project Development Officer II - DRRM Project Development Officer I - Youth Formation Senior Technical Assistant - I - Physical Facilities
Malao-a Kalantas Elementary School	School Head All Teachers PTA Officers Barangay Officials
Mate Elementary School	School Head All Teachers PTA Officers Barangay Officials
Katigan-Alupay Elementary School	School Head All Teachers PTA Officers Barangay Officials
Alsam Elementary School	School Head All Teachers PTA Officers Barangay Officials
Ilasan Elementary School	School Head All Teachers PTA Officers Barangay Officials



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**Enclosure 2:** Programme

**ADMINISTRATORS AND STAKEHOLDERS' CONVERGENCE FOR THE LIMITED  
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**Part I - Checking of Attendance**

**Part II – Program Proper**

National Anthem	AVP
Prayer	AVP
SDO Tayabas March	AVP
Welcome Remarks	Antonio P. Faustino, Jr. <i>OIC – ASDS</i>
Message	Gerlie M. Ilagan <i>OIC – SDS</i>
Presentation of Technical Assistance Activities	
	School Governance and Operations Division Curriculum Implementation Division
Testimonial	<i>Guest from SDO Quezon</i>
Open Forum	
Closing Remarks	Conrado C. Garbarda <i>Administrative Officer V</i>

Adrian D. Maano  
*Project Development Officer II – DRRMS*  
Master of Ceremony



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