



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

18 Dec 2023

NOTICE OF MEETING

Tracking No.: 720

**CONSULTATION MEETING OF SELECT SCHOOL HEADS IMPLEMENTING  
MULTIGRADE AND SCHOOLS DIVISION OFFICE CONCERNED PERSONNEL**

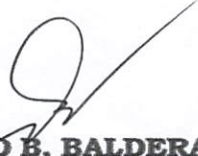
To: OIC-Assistant Schools Division Superintendent  
Chief Education Supervisors  
Heads, Public Elementary and Secondary Schools  
Heads, Unit/Section  
All Others Concerned

Please be informed that there will be a meeting on **December 20, 2023**, at 2:00 o'clock in the afternoon at the **LRMDS Office, SDO Tayabas City** to discuss the following agenda:

1. Documentary requirements for the Special Hardship Allowance
2. Agreement on uniformed documentary requirements
3. Implementation of Multigrade Classes
4. Bottlenecks and ways forward

School heads are expected to bring necessary documents relative to the implementation of the multigrade program including but not limited to class program, and list of teachers (permanent and local). Attached is the list of participants for this meeting.

Your 100% attendance is hereby enjoined.

  
**CELEDONIO B. BALDERAS JR.**  
Schools Division Superintendent

**List of Participants**

| <b>Name</b>               | <b>Designation</b>   | <b>School / Office</b> |
|---------------------------|----------------------|------------------------|
| Edwin R. Rodriguez        | Chief ES             | SDO-CID                |
| Mikael Sandino T. Andrey  | EPS                  | SDO-CID                |
| Marife R. Lagar           | Planning Officer III | SDO-SGOD               |
| Agnes M. Luzadas          | Accountant III       | SDO-Finance Services   |
| Dr. Larvin O. Labrada     | School Head          | Alsam ES               |
| Adrian N. Naynes          | School Head          | Busal ES               |
| Akeem Aron P. Valdeavilla | School Head          | Katigan-Alupay ES      |
| Jeffrey G. Dimailig       | School Head          | Mayuwi CS              |
| Adrian D. Maano           | School Head          | Pandakaki IS           |
| Aldwin V. Capistrano      | School Head          | Valencia ES            |