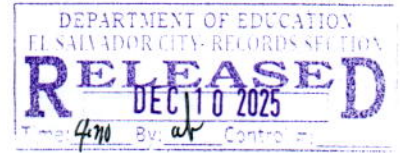




Republic of the Philippines
Department of Education
REGION X- NORTHERN MINDANAO
SCHOOLS DIVISION OF EL SALVADOR CITY




December 9, 2025

DIVISION MEMORANDUM
NO. 452, s. 2025

UPDATES OF DIVISION MEMORANDUM NO. 423, 2. 2025 (REVIEW, UPDATING
AND SUBMISSION OF THE SCHOOL IMPROVEMENT PLAN
FOR SY 2026-2027 TO SY 2028-2029

To: Assistant Schools Division Superintendent
SGOD & CID Chiefs
Section Heads
Program Holders
School Heads, Elementary & Secondary Schools
All Concerned
This Division

1. Regarding **Division Memorandum No. 423 s. 2025** titled, Review, Updating and Submission of the School Improvement Plan for SY 2026-2027 to SY 2028-2029, the field is hereby informed that the venue of the said workshop will be at Hotel Monicon, Zone 3, Poblacion, El Salvador City.
2. Further, for the final list of the participants, please see **Enclosure A**.
3. All other provisions, as stated in Division Memorandum No. 435 s. 2025 shall remain in effect.
4. This Division Memorandum adheres with the Equal Opportunity Principle (EOP) in observing all policies and protocols related to the activity. Hence, all actions shall be based solely on established guidelines with no discrimination on the basis of age, gender identity, sexual orientation, civil status, disability, religion, ethnicity, or political affiliation.
6. For information, guidance and strict compliance.


RANDOLPH B. TORTOLA
Schools Division Superintendent

ATCH:
Reference: Division Memorandum No. 423, s. 2025
To be indicated in the Perpetual Index
under the following subjects:

School Improvement Plan (SIP)

SGOD-ka



Address: Zone 3, Tuburan, Poblacion, El Salvador City
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Doc. Ref. Code	SDO-SGOD-F080	Rev	00
Effectivity	8.29.25	Page	1 of 4

Enclosure A. List of Participants:

No.	Name	Plantilla/Position	Official Station
1	Randolph B. Tortola	Schools Division Superintendent	Division Office
2	Conniebel C. Nistal	Asst. Schools Division Superintendent	Division Office
3	Ninian A. Alcasid	Chief Education Supervisor, CID	Division Office
4	Rolly B. Labis	Chief Education Supervisor, SGOD	Division Office
5	Maricris P. Quismundo	SEPS, SMME	Division Office
6	Cheriemy D. General	EPS II, SMME	Division Office
7	Anecito S. Amoguis	COS, SBFP	Division Office
8	Malou Y. Descallar	EPS II, HRD	Division Office
9	Analyn G. Fabria	Education Program Supervisor, SGOD	Division Office
10	Jurica Ethel L. Estrada	Project Development Officer II	Division Office
11	Esmael V. Malaco Jr.	Project Development Officer I	Division Office
12	Vicente V. Fernandez	Engineer III	Division Office
13	Machy M. Tudas	Engineer III	Division Office
14	Rene A. Conog	COS, Sports	Division Office
15	Bridget Gale B. Gellor	Dentist II	Division Office
16	Franz Maybelle M. Gaid	Nurse II	Division Office
17	Cecille H. Khobuntin	Nurse II	Division Office
18	Vanessa P. Tiad	Nurse II	Division Office
19	Shiela Marie B. Dahuyag	COS, SBFP	Division Office

20	Pamela Loius F. Marban	Guidance Counselor II	Division Office
21	Kevin B. Asequia	Planning Officer III	Division Office
22	James Worren P. Clarabal	Admin Aide	Division Office
23	Roger E. Pagayon	Head Teacher IV	Amoros Elementary School
24	Rolly A. Molina	Head Teacher I	Bolisong Elementary School
25	Helen S. Palasan	School Principal III	Molugan Central School
26	Bob T. Paquinol	Head Teacher I	Cogon Elementary School
27	Melanie M. Fabrea	School Principal I	Cogon National High School
28	Phoebe Joy M. Pacut	Master Teacher I	Cogon National High School
29	Sammy S. Tres Reyes	School Principal I	El Salvador City Central School
30	Nilo L. Lomongo	Head Teacher IV	El Salvador City National High School
31	Therese Angeli M. Romasanta	Master Teacher I	El Salvador City National High School
32	Zigger E. Villahermosa	Head Teacher I	Himaya Elementary School
33	Salvador T. Bendijo II	Head Teacher I	Himaya National High School
34	Jigger M. Tomarong/Jan Marie A. Gabule	Master Teacher II/SPED Teacher I	Hinigdaan Elementary School
35	Lindo M. Cayadong	School Principal I	Hinigdaan National High School
36	Arnel A. Superable	Teacher III	Kalabaylabay Integrated School
37	Chuchie A. Quiring	Head Teacher I	Kalabaylabay Integrated School
38	Ma. Lou Lea C. Nob	School Principal II	Kibonbon Elementary School

39	James Rey G. Saldares	Teacher III	Molugan National High School
40	Jessica C. Micabalo	Master Teacher I	Molugan National High School
41	Charlotte J. Ytang	School Principal I	Pedro Sa. Baculio Elementary School
42	Rosemarie U. Saguing	Head Teacher III	Sambulawan Elementary School
43	Joey A. Oco	Teacher III	Sambulawan National High School
44	Ivy Mae P. Bergado	Teacher III	San Francisco de Asis Elementary School
45	Mark Anthony G. Arrieta	Teacher III	San Francisco de Asis National High School
46	Jessica Marie B. Ramos	Head Teacher III	Sinaloc Elementary School
47	Meristel Castaños	Teacher I	Sinaloc National High School
48	Ian Khay H. Castro	School Principal I	Taytay Elementary School
49	Jovel C. Labis	Head Teacher I	Ulaliman Elementary School