



Republic of the Philippines  
**Department of Education**

MIMAROPA REGION  
 SCHOOLS DIVISION OF OCCIDENTAL MINDORO

DEPED OCCIDENTAL MINDORO  
 RE  
 SEP 19 2022  
 DIVISION OFFICE

Office of the Schools Division Superintendent

September 19, 2022

**DIVISION MEMORANDUM**  
 No. 1000343, s. 2022

**SCHOOLS DISTRICTS' PARENT SUPERVISORS  
 AND DIVISION MONITORS IN-CHARGE**

**To :** **OIC-Office of the Asst. Schools Division Superintendent**  
**Chief Education Supervisors, CID and SGOD**  
**Education Program Supervisors**  
**Public Schools District Supervisors**  
**Unit/Section Heads**  
**All Others Concerned**

Anchored on the mandates to Schools Division, Districts and Schools Offices under Republic Act No. 9155 otherwise known as the Governance of Basic Education Act of 2001, and guided by Chapter 1, Section 7. C-D of the same RA, the Schools Division of Occidental Mindoro announces the assignment of focal persons to every schools district who shall perform special tasks and roles other than their regular Key Results Areas.

The following is the table of assignment:

District	Parent Supervisor	Division Monitor In-Charge
Abra De Ilog	Jovita D. Paquibot	Merry Ann T. Ramirez
Paluan	Jovita D. Paquibot	Rolando V. Abeleda
Looc	Dr. Eduardo D. Ellarma	Dr. Raquel P. Girao
Lubang	Dr. Eduardo D. Ellarma	Dr. Raquel P. Girao
Mamburao	Dr. Mary Queen T. Bernardo	Mileson P. dela Torre
Sta Cruz	Dr. Mary Queen T. Bernardo	Dr. Dennis Michael G. Abeleda
Sablayan North	Dr. Johnna I. Tajonera	Aniceto N. Parojinog
Sablayan South	Dr. Merly A. Razon	Dr. Simplicia V. Javate
Calintaan	Myla R. Suguitan	Shalee Y. Tadeja
Rizal	Dr. Adelardo I. Malaluan	Maria Luisa F. Vasquez
San Jose East	Dr. Elizabeth T. delas Alas	Dr. Eloisa C. Farenas
San Jose North	Haydie P. Abeleda	Angelica A. Insigne
San Jose South	Haydie P. Abeleda	Eleanor C. Sumugat
San Jose West	Dr. Elizabeth T. delas Alas	Dr. Eloisa C. Farenas
Magsaysay	Ma. Rubynita T. Del Rosario	Rodel S. Magnaye

District assignment is made to further provide technical assistance to schools, school heads, and teachers. Specifically, the Division Education Program Supervisors

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Department of Education  
Republic of the Philippines

SCHOOLS DIVISION OFFICE - CEBU  
MIMAROPA DIVISION OFFICE - CEBU

Office of the Schools Division Superintendent

DIVISION MEMORANDUM  
No. 11, s. 2022

SCHOOLS DISTRICTS' PARENT SUPERVISORS  
AND DIVISION MONITORS IN CHARGE

To: All Offices Concerned  
Unit/Section Heads  
Public Schools District Supervisors  
Education Program Supervisors  
Chief Education Supervisors, CID and SOO  
SIC-Office of the Asst. Schools Division Superintendent

Anchor on the mandates to... under Republic Act No. 9155... and guided by Chapter 1, Section 10-D of the same RA... Occidental Mindoro announced the assignment of local parents... who shall perform special tasks and...

The following is the table of assignments:

District	Parent Supervisor	Division Monitor in Charge
Abra De Ilog	Jovita D. Papatol	Mary Ann T. Ramirez
Albay	Jovita D. Papatol	Leandro V. Abella
Antique	Dr. Edwina D. Milla	Dr. Ranael P. Gano
Bataan	Dr. Edwina D. Milla	Dr. Ranael P. Gano
Batavia	Dr. Mary Queen T. Bernaldo	Wenceslao P. Bernaldo
Batavia	Dr. Mary Queen T. Bernaldo	Dr. Bernadette C. Abella
Bataan North	Dr. Johanna I. Talampag	Angela A. Parayog
Bataan South	Dr. Mary A. Razon	Dr. Emelinda V. Javate
Calabarzon	Myla R. Sultana	Shirley Y. Ladja
Central	Dr. Abelardo L. Malabanan	Maria Luisa E. Vaguer
San Jose East	Dr. Elizabeth T. Dela Cruz	Dr. Elnor C. Bernaldo
San Jose North	Hazel P. Abella	Angela A. Parayog
San Jose South	Hazel P. Abella	Elnor C. Bernaldo
San Jose West	Dr. Elizabeth T. Dela Cruz	Dr. Elnor C. Bernaldo
Mimaropa	Ma. Rubyana T. Dela Cruz	Rondel S. Dela Cruz

District assignment is made to... that provide technical assistance to schools, school heads, and teachers... in the Division Education Program Supervisors



1. 1000-250 1840/2022-2023  
2. 1000-250 1840/2022-2023  
3. 1000-250 1840/2022-2023

Handwritten signature or initials

(DEPS) to serve as parent supervisors of districts shall work hand-in-hand with the Public Schools District Supervisors (PSDS) in the curricular delivery. Moreover, they shall ensure that the programs, projects, and activities (PPAs) expected to be carried out in the school as mandated by the Department are well-implemented. Monitoring not only the Department's PPAs shall also include school-initiated PPAs.

On the other hand, the Division monitors in-charge of the district shall coordinate with the PSDS and School Heads to ensure 100% on-time compliance with the submission, and updating of all reports. They shall be part of the circle of school leaders from both elementary and secondary schools within the district, including the PSDS. They shall constantly remind the group about the deliverables, and subsequently report to the Division Office about the compliance of everyone. Further, performance of schools and school heads on administrative, fiscal, and governance matters shall be monitored. Technical assistance shall be provided by the rightful office and personnel when deemed necessary. The monitor in-charge may refer accomplishments, and bottlenecks, lags, issues, and concerns to the concerned, and to the district supervisor. Likewise, he/she shall submit findings, and recommendation based on the results of monitoring and coordination to the Division Office.

Their assignment shall be effective this current School Year, unless extended or revoked by virtue of any issuance from the Office of the Superintendent.

Wide dissemination of this Memorandum is desired.



**LYNN G. MENDOZA**

Assistant Schools Division Superintendent  
Officer-in-Charge  
Office of the Schools Division Superintendent

Ref.

As Stated

Inclosure:

None

To be indicated in the Perpetual Index  
under the following subjects:

ASSIGNMENT

MONITOR

DISTRICT

REPORTING

DEES) to serve as parent supervisors of district staff working in the field with the Public Schools District Supervisors (PSDS) in the current delivery. Moreover, it is the intent of the Department that the program, parents, and schools (PSDs) reported to be in good standing at school as mandated by the Department in the Departmental Memorandum No. 001. The Department's PBA shall also include school-related PBA.

On the other hand, the District's various programs of the District shall coordinate with the FDS and School District to ensure 100% on-time completion, with submission and updating of all reports. This shall be part of the school's work from both elementary and secondary schools within the district. The District shall constantly remind the group about the objectives, and submit reports to the Division Office about the completion of various further, performance of schools and school heads on administrative, fiscal, and operations matters shall be monitored. Technical assistance shall be provided by the district office and personnel when deemed necessary. The monitor-in-charge may refer accomplishments and best practices, issues, and concerns to the concerned, and to the district supervisor, however, please shall submit findings, and recommendations based on the results of monitoring and coordination to the Division Office.

Their assignment shall be effective to the current School Year, unless extended or revised by virtue of any issuance from the Office of the Superintendent.

Wide dissemination of this Memorandum is desired.

  
**LYNN G. MENDOZA**  
Assistant Schools Division Superintendent  
Office-in-Charge  
Office of the Schools Division Superintendent

ASSIGNMENT REPORT TO THE FOLLOWING SUPERVISOR  
REPORT TO THE FOLLOWING SUPERVISOR  
REPORT TO THE FOLLOWING SUPERVISOR