




**CITY SCHOOLS DIVISION OF ANTIPOLO**

**MEMORANDUM**

**TO :** OIC – Assistant Schools Division Superintendent  
OIC - Chief, Curriculum and Implementation Division  
Chief, School Governance and Operation Division  
Curriculum and Implementation Division  
School Governance and Operation Division  
Public Schools District Supervisors  
Public Elementary and Secondary School Heads/ TIC's / OIC's  
Senior High School Assistant Principal  
District Partnership Focal Person – Technical Working Group  
School Partnerships Focal Person  
Senior High School Work Immersion Coordinators.  
All other Concerned

**FROM :**  **DR. ROMMEL C. BAUTISTA, CESO V**  
Schools Division Superintendent

**SUBJECT :** **CONDUCT OF ORIENTATION ON PARTNERSHIP  
BUILDING FOR SCHOOL ADMINISTRATORS**

**DATE :** September 17, 2018

In line with the Regional Memorandum No. 18-445 s. 2018 and Office of the Undersecretary – Legislative Affairs, Partnerships, and School Sports (OU-LAPSS) Memorandum No. 382 s. 2018, the External Partnerships Services (EPS) of DepEd Central Office will conduct an Orientation on Partnerships Building for School Administrators on September 25, 2018 from 8:00 AM to 5:00 PM venue to be announced.

This activity aims for the improvement of local partnerships initiatives by private sector partners and discuss strategies on building partnerships with potential partners for Adopt- A – School Program and Senior High School (SHS).

Immediate dissemination of this Memorandum is desired.



Republic of the Philippines  
 Department of Education  
 REGION IV-A CALABARZON  
 Gate 2 Karangalan Village  
 1900 Cainta, Rizal



**TO :** SCHOOLS DIVISION SUPERINTENDENTS OF LAGUNA, CAVITE,  
 ANTIPOLO CITY AND BATANGAS

**FROM :** DIOSDADO M. SAN ANTONIO  
 Director IV

# 5485

**SUBJECT :** CONDUCT OF ORIENTATION ON PARTNERSHIP BUILDING FOR  
 SCHOOL ADMINISTRATORS

**DATE :** August 7, 2018

1. This has reference to Memorandum OU- LAPSS No. 382 s. 2018 dated July 30, 2018 re: Conduct of Orientation on Partnership Building for School Administrators signed by Hon. Tonisito M.C. Umali, ESQ.
2. The activity aims for the improvement of local partnerships initiatives, discuss and address issues and concerns regarding the availment of tax incentives by private sector partners and discuss strategies on building partnerships with potential partners for Adopt-A-School Program and Senior High School (SHS).
3. Funds for the conduct of this activity will be downloaded to host division for the 100 participants. For clarifications, please conduct Ms. Carol Labrague thru mobile no. 0915-603-53-73 or Ms. Zeny Lastimosa at tel. no. 638-8637.
4. The schedule for the conduct of this activity are as follows:
 

Laguna	-	September 12, 2018
Cavite	-	September 18, 2018
Antipolo City	-	September 25, 2018
Batangas	-	October 19, 2018
5. Please send your acceptance letter to lastimosa@yahoo.com for the processing and downloading of funds.
6. Immediate dissemination of this memorandum is desired.

Trunk Line: (02) 682-5773/684-4914 /647-7487  
 Fax: (02) 682-2114  
 Website: depedcalabarzon.ph  
 Facebook: DepEd R-4A Calabarzon  
 E-mail: [depedcalabarzon@deped.gov.ph](mailto:depedcalabarzon@deped.gov.ph)





REPUBLIKA NG PILIPINAS  
REPUBLIC OF THE PHILIPPINES  
**KAGAWARAN NG EDUKASYON**  
**DEPARTMENT OF EDUCATION**  
DepED Complex, Meralco Ave., Pasig City



Tanggapan ng Pangalawang Kalihim  
*Office of the Undersecretary*  
Legislative Affairs,  
External Partnerships, and School Sports

EXTERNAL PARTNERSHIPS SERVICE  
Private Sector Partnerships Unit  
Direct Line : (+632) 636-8637  
Fax : (+632) 636-8639

**MEMORANDUM**  
**OU-LAPSS No. 382 s. 2018**

# 5710

TO : **ALL CONCERNED REGIONAL DIRECTORS**  
**ALL CONCERNED SCHOOLS DIVISION**  
**SUPERINTENDENTS**  
**ALL CONCERNED ADOPT-A-SCHOOL/BRIGADA**  
**ESKWELA COORDINATORS**

FROM : **TONISITO M.C. UMALI, ESQ.**  
Undersecretary  
Legislative Affairs, External Partnerships, and School  
Sports

SUBJECT : **CONDUCT OF ORIENTATION ON PARTNERSHIP**  
**BUILDING FOR SCHOOL ADMINISTRATORS**

DATE : 30 July 2018

The External Partnerships Service (EPS) shall conduct an Orientation on Partnership Building for School Administrators on the following divisions attached to this memorandum. This activity aims for the improvement of local partnerships initiatives, discuss and address issues and concerns regarding the availment of tax incentives by private sector partners and discuss strategies on building partnerships with potential partners for Adopt-A-School Program and Senior High School (SHS).

Funds for the said activity shall be downloaded to the host division to facilitate procurement of service provider subject to usual accounting rules and regulations which includes:

1. Accommodation of three (3) EPS-PSPU personnel for 3 days and 2 nights (includes travel time).
2. Two (2) snacks and one (1) lunch for 100 participants per division.

Travel and other incidental expenses of participants is chargeable against local funds.

For questions/clarifications, please contact Ms. Carol Labrague at mobile number 0915-603-5373 or Ms. Zeny Lastimoza at telephone number 638-8637.

Your support in this activity is highly appreciated.

Thank you very much.

2

### List of Host Divisions

Region	Division Office	Pax	Inclusive Dates
VII	Talisay City	100	September 7, 2018
IV-A CALABARZON	Laguna Province	100	September 12, 2018
VI	Iloilo Province	100	September 14, 2018
IV-A CALABARZON	Cavite Province	100	September 18, 2018
VII	Lapu-Lapu City	100	September 21, 2018
IV-A CALABARZON	Antipolo City	100	September 25, 2018
I	Pangasinan II	100	September 28, 2018
VI	Negros Occidental	100	October 8, 2018
I	Dagupan City	100	October 12, 2018
XI	Davao del Sur	100	October 16, 2018
IV-A CALABAZON	Batangas Province	100	October 19, 2018
VII	Cebu City	100	October 23, 2018
VII	Cebu Province	100	October 30, 2018
V	Camarines Sur	100	October 26, 2018
III	Nueva Ecija	100	November 9, 2018



Republic of the Philippines

## Department of Education

### PROGRAM OF ACTIVITIES

TIME	DURATION	TOPIC	ACTIVITY/METHODOLOGY	MATERIALS
7:30 AM-8:00 AM	30 minutes	Registration	Registration of Participants	
8:00 AM-8:30 AM	30 minutes	Opening Program National Anthem Prayer Welcome Message	Host division Schools Division Superintendent	
8:30 AM-9:30 AM	30 minutes	Statement of Purpose House Rules Expectation Setting	Participants will be grouped per district to write what are their expectations for the activity.	Manila paper, permanent markers, bond paper
9:30 AM-11:00 AM	1 and 30 minutes hour	DepEd Partnership Framework Adopt-A-School Program Building Partnerships for Senior High School	Lecture from Resource Speakers	Power Point presentation
11:00 AM-12:00 PM	1 hour	Tax Incentives	Lecture from Resource Speakers	Power Point Presentation
12:00 PM-1:00 PM	1 hour		lunch	
1:00 PM-3:00 PM	2 hour	Workshop on Partnership Building and MOA Crafting	Simulation facilitated by the resource speakers/organizers	Power Point presentation, bond paper, manila paper, permanent marker
3:00 PM-5:00 PM	2 hours	Open Forum Synthesis Closing Program	Question and Answer Summary of topics discussed	Powerpoint Presentation



Republic of the Philippines

## Department of Education

### ACTIVITY DESIGN ON THE CONDUCT OF ORIENTATION ON PARTNERSHIP BUILDING FOR SCHOOL ADMINISTRATORS

Duration	One (1) day
Target participants	Schools heads/administrators
Learning Objectives	<p>By the end of the activity, participants will be able to:</p> <ul style="list-style-type: none"><li>-Be oriented on partnership building concepts, strategies and policies;</li><li>-Be oriented on the Adopt-A-School Program and Tax Incentives processes</li><li>-Be oriented on how to craft a Memorandum of Agreement (MOA) and established partnerships with potential stakeholders</li><li>-Addressed issues and concerns on partnerships engagements and tax incentives application.</li></ul>
References	<p>R.A. 8525 Adopt-A-School Program Law DepEd Order No.24 s.2016- Guidelines on Accepting Donations and Processing Application for the Availment of Tax Incentives by Private Donor-Partners Supporting K to 12 Program BIR Regulations 10-2003</p>



**List of Participants to the  
Conduct of Orientation on Partnership Building for School Administrators  
September 25, 2018**

**Elementary School Heads**

No	Elementary	School Head	Position
1	Sta. Cruz ES	Joyany ST. Gutierrez	Principal IV
2	Bagong Nayon I ES	Dr. Flora D. Cahapay	Principal IV
3	Bagong Nayon II ES	Dr. Fely V. Aminoso	Principal IV
4	Bagong Nayon IV ES	Erwin P. Acorda	Principal II
5	Antipolo City SPED Center	Myla F. Tupas	Head Teacher I
6	Dela Paz ES	Evangeline R. Quibuyen	Principal I
7	Muntindilaw ES	Luningning C. Tapales	Principal I
8	San Isidro ES	Tito A. Cabacaba	Principal III
9	Mambugan I ES	Wilma R. Doctor	Principal II
10	Mambugan II ES	Nenita G. Acorda	Principal II
11	Mayamot ES	Dr. Romeo G. Rodriguez Jr.	Principal III
12	Juan Sumulong ES	Dr. Ferdinand B. Millan	Principal IV
13	Dalig ES	Jean L. Danga	Teacher-In-Charge
14	Kaila ES	Dr. Paz T. Casagan	Principal I
15	Knights of Columbus ES	Teresa O. Amido	Principal I
16	Lores ES	Mary Jane G. Halili	Principal II
17	Nazarene Ville ES	Martin L. Rumbaoa	Principal II
18	Isaias S. Tapales ES	Dr. Mervin C. Tortoza	Principal III
19	Jesus S. Cabarrus ES	Fortunato C. Quibuyen II	Principal I
20	Pantay ES	Maria Carla C. Sacristia	Head Teacher I
21	San Antonio Village ES	Carolina A. Tapar	Principal I
22	Teofila Z. Rovero Memorial ES	Celso R. Bagunu	Principal I
23	Cupang ES	Dr. Jocelyn S. Montes	Principal II
24	Cupang ES Annex	Teody E. Bautista	Head Teacher I
25	Peñafrancia ES	Dr. Marilyn B. Rodriguez	Principal III
26	Peñafrancia ES Annex	Evangeline C. Panahon	Head Teacher I
27	Taguete ES	Dr. Catalina M. Bonayon	Head Teacher III
28	Binayoyo Integrated School	Jumar T. Calibuso	Officer-In-Charge
29	Cabading ES	Rodien Dunhill C. Arnaiz	Teacher-In-Charge
30	Inuman ES	Ana Maria G. Rivas	Principal I
31	Old Boso-Boso ES	Patrick Alfred C. Olaño	Head Teacher III
32	Peace Village ES	Mary Grace F. Santiago	Principal I
33	San Luis ES	Dr. Mercedita E. Fortunado	Principal II
34	Sapinit ES	Margie R. Lagarde	Head Teacher I
35	Tanza ES	Erwena J. Corvera	Principal I
36	Apia Integrated School	Reynaldo P. Lozano, Jr.	Officer-In-Charge
37	Calawis ES	Mark B. Gabion	Teacher-In-Charge
38	Canumay ES	Racob T. Hinaloc	Teacher-In-Charge
39	Kaysakat ES	Dr. Maricel R. Tortoza	Principal I
40	Libis ES	Maria Michelle L. Arevalo	Teacher-In-Charge
41	Paglitaw ES	Reynaldo P. Lozano, Jr.	Officer-In-Charge
42	Rizza ES	Ceres Joy C. Cabrera	Principal I



43	San Joseph ES	Marcel SJ. Alejandro	Teacher-In-Charge
44	San Ysiro ES	Ivy Grace Y. Desoyo	Officer-In-Charge
45	Sumilang ES	Amado B. Cabus	Principal I
46	Upper Kilingan ES	Jeneath G. Bartolata	Head Teacher I

### Secondary School Heads

No	Secondary	School Head	Designation
1	Antipolo NHS	Adelaida A. San Diego	Principal IV
2	Antipolo Senior High School	Rosa Tayamora	Teacher-In-Charge
3	Bagong Nayon II NHS	Dr. Rowena B. Sison	Principal II
4	Dela Paz NHS	Eugenio B. Sierra Jr.	Principal I
5	Muntindilaw NHS	Virgilio O. Paat, Jr.	Head Teacher III
6	San Isidro NHS	Ronaldo I. Ata	Principal II
7	Mambugan NHS	Anna Lyn P. Raymundo	Principal III
8	Mayamot NHS	Reynaldo L. Agustin	Principal III
9	San Jose NHS	Dr. Rommel S. Beltran	Principal IV
10	San Roque NHS	Henry M. Lico	Principal I
11	Dalig NHS	Maricel A. Cruz	Officer-In-Charge
12	Marcelino M. Santos NHS	Rodolfo M. Gonzales	Principal II
13	Cupang NHS	Nixon C. Maximo	Principal II
14	Antipolo National Science and Tech. HS	Esperanza L. Mandal	Officer-In-Charge
15	Maximo L. Gatlabayan MNHS	Esteban B. Casauay	Principal I
16	Old Boso-Boso NHS	Thelma F. Colocar	Head Teacher III
17	San Juan NHS	Dr. Darwin D. Bargo	Officer-In-Charge
18	Canumay NHS	Rodrigo D. Dittaro	Teacher-In-Charge
19	Kaysakat NHS	Liza L. Banayo	Teacher-In-Charge
20	Calawis NHS	Digna G. Orge	Officer-In-Charge
21	Calawis NHS - Apia Ext.	Reynaldo P. Lozano, Jr.	Officer-In-Charge
22	Rizza NHS	Rachel D. Abejero	Teacher-In-Charge

### District Partnership Focal Person – Technical Working Group

No.	Name	School	Designation
1	Jakie Lou M. Bonagua	Marcelino M. Santos National High School	DPFP - TWG
2	Luisa Magcaling	San Isidro National High School	DPFP - TWG
3	Imleda Jarapa	Lores Elementary School	DPFP - TWG
4	Richard L. Batalon	Pantay Elementary School	DPFP - TWG
5	Lilibeth L. Garrovillas	Teofila S. Rovero Elementary School	DPFP - TWG
6	Baden Alner F. Domasig	Marcelino M. Santos National High School	DPFP - TWG
7	Imee Espinosa Olivar	Cupang Elementary School	DPFP - TWG
8	Cemilyn G. Marquez	Isaias S. Tapales Elementary School	DPFP - TWG
9	Ivy Ellen A. Arellano	Dalig National High School	DPFP - TWG
10	Elvin G. Dayto	San Jose National High School	DPFP - TWG
11	Gilda C. Garibay	Kaila Elementary School	DPFP - TWG





Republic of the Philippines  
Department of Education  
Region IV-A CALABARZON



**CITY SCHOOLS DIVISION OF ANTIPOLO**

12	Samarithana B. Magtao	Bagong Nayon – II National High School	DPFP - TWG
13	Nadja L. Suarez	Bagong nayon Iv – Elementary School	DPFP - TWG
14	Marie Rose I. Danos	Mayamot National High School	DPFP - TWG
15	Zenaida A. Ignacio	Mambugan – I Elementary School	DPFP - TWG
16	Jobert B. Tabayag	Mambugan – II Elementary School	DPFP - TWG
17.	Mary Ann R. Fortin	Bagong Nayon – II Elementary School	DPFP - TWG
18.	John Eric B. Calbang	Juan Sumulong Elementary School	DPFP - TWG
19.	Roselyn R. Saquillo	Kaysakat National High School	DPFP - TWG
20	Felix Jesus S.A Ballesteros	Calawis National High School	DPFP - TWG

**Senior High School Partnership Focal Person**

No.	Name	School	Designation
1	Celina Cezar	Mayamot NHS – Senior High School	Asst. Principal
2	Jonathan Canales	San Isidro NHS	SH - PFP
3	Donald A. Se	Mayamot NHS	SH – PFP
4	Rosana A. Ortiz	Dela Paz NHS	Asst. Principal
5	Michael Sibal	San Jose	SH - PFP
6	Victoria Velasco	Antipolo City Senior High School	SH - SPFP