



Republic of the Philippines
Department of Education

REGION III

BATAAN HIGH SCHOOL FOR THE ARTS



JUL 10, 2025

SCHOOL MEMORANDUM

No. 113, s. 2025

PLANNING MEETING EVERY 2nd, 3rd, AND 4th MONDAY OF THE MONTH

To: Functional Division Chiefs
All Others Concerned

1. In line with the transformative transition of the Bataan High School for the Arts (BHSA) under RA 91110, this Office announces the conduct of **Planning Meeting every 2nd, 3rd, and 4th Monday of the month**, effective **July 14, 2025**.
2. Participants in this activity are the Chief of Administrative Division, the Chief of Finance Division, the Chief of Academic Affairs, the Chief of Student Affairs Division, and the School Director.
3. The activity shall start at **9:00 a.m.** at the Director's Office.
4. Each meeting will be documented by the Project Development Officer III as the secretary.
5. Strict compliance is earnestly desired.


MIA ARIANA P. MANCIONGCO, PhD
Director III
School Director

Encl.: none

Reference:

To be indicated in the Perpetua Index under the following subjects

POLICY

MEETING

OSD01/AD01 July 10, 2025