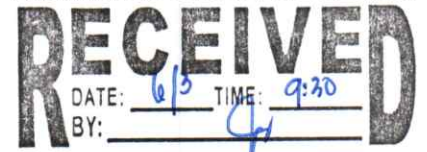




Republic of the Philippines
Department of Education
 REGION III

BATAAN HIGH SCHOOL FOR THE ARTS

BATAAN HIGH SCHOOL FOR THE ARTS



SCHOOL MEMORANDUM

No. 113, s. 2026

JUN 03 2026

CONDUCT OF MONTHLY EXECUTIVE MEETING

To: Deputy Directors
 Chief Administrative Officers
 Chief Education Program Specialist
 Teaching and Non-Teaching Personnel
 All Others Concerned

- In line with the school's commitment to continuous improvement, this Office announces the conduct of **Bataan High School for the Arts' (BHSA) Monthly Executive Meeting** on **June 3, 2026, 9:00 AM to 5:00 PM** at the **Office of the School Director**.
- The agenda of the said meeting are the following:

Office	Agenda	Action to be Taken
Student Affairs Division	1. Updates on the SA preparations for the opening of classes	For information
	2. Dormitory concerns	For discussion
	3. Student Affairs Division Calendar of Activities	For information
Administrative Division	4. Updates on the training proposal with the BHROD	For information
	5. Implementation guidelines on the awards and recognition system for teaching and non-teaching personnel of BHSA	For discussion
	6. Payment for PENELCO service	For discussion



Republic of the Philippines
Department of Education

REGION III

BATAAN HIGH SCHOOL FOR THE ARTS

	fee of 112.00 and payment for garbage collector	JUN 03 2026
	7. Special Order No. 003, s. 2026	For information
	8. BHSA Roadmap	For discussion
Academic Affairs Division	9. Opening of Classes a. Class Program b. Class Advisers	
	10. Three-term School Calendar	
	11. Additional Plantilla for Academic Affairs	
Finance Division	12. Percent of Obligation per Functional Division's WFP vs Actual as of May 31, 2026	
	13. Cash Utilization per Functional Division as of May 31, 2026	
Office Of the School Director Concerns		

3. The following regular ExeCom members are required to attend the meeting:

No.	Name	Position
1	Mia Ariana P. Tanciongco, PhD	Director III
2	Marlon I. Cardinoza	Deputy Director for Administrative and Finance
3	Atty. Bryan M. Santos, PhD, CESE	Deputy Director for Student and Academic Affairs
4	Ronald P. Bantugan	Chief-Academic Affairs Division
5	Alvin P. Hulipas	Chief- Administrative Division



Republic of the Philippines
Department of Education

REGION III

BATAAN HIGH SCHOOL FOR THE ARTS

6	Alma R. Garcia	Chief- Student Affairs Division
7	Bernadette M. Dela Cruz	Chief- Finance Division
8	Perlie Ann R. Torres-Samonte	Supervising Administrative Officer- ExeCom Secretariat
9	Haroun Seth M. Kawit	Planning Officer II-ExeCom Secretariat

JUN 03 2026

4. For information and strict compliance.


MIA ARIANA P. TANCIONGCO, PhD
Director III
School Director



To be indicated in the Perpetual Index
Under the following subjects:
COORDINATION
MEETING

SA 02/JUNE 3, 2026