Republic of the Philippines
Department of Education
REGION III
BATAAN HIGH SCHOOL FOR THE ARTS

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OCT 13 2026

SCHOOL MEMORANDUM
No. 84, s. 2026

CONDUCT OF EXECUTIVE COMMITTEE MEETING

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

1. In line with the school's commitment to continuous improvement, this Office announces the conduct of **Bataan High School for the Arts' (BHSA) Executive Committee Meeting** on **October 14, 2026, 9:30 AM to 5:00 PM** at the **BHSA Conference Room.**

2. The agenda of the said meeting are the following:

Office	Agenda	Action to be Taken
All Functional Divisions	1. Action items from the previous meeting	For information/discussion
Administrative Division	2. Concerns of Personnel regarding energy conservation memorandum	For discussion
	3. Initial updates on electrical system in the dormitory building	For information
	4. Follow-up on the memorandum regarding the responsible use of social media	For discussion

Finance Division	5. 2026 Realignment for submission to DBM	For discussion
Student Affairs Division	6. Food concerns of students	For discussion
Academic Affairs Division	7. Academic Affairs updates	For information
Office of the School Director	8. Central office validation on October 29, 2026	For discussion
	9. Document tracking system of BHSA	For discussion
	10. Other concerns	

3. The following personnel are required to attend the meeting:

4.

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
6	Lyda V. Bantugan	Supervising Administrative Officer - Finance

7	Imelda R. Villanueva	Administrative Officer IV – Student Affairs
8	Perlie Ann R. Torres-Samonte	Supervising Administrative Officer - ExeCom Secretariat
9	Haroun Seth M. Kawit	Planning Officer II - Execom Secretariat

5. For information and strict compliance.

MIA ARIANA P. TANCIONGCO, PhD
Director III
School Director

Encl.: None
Reference: None
To be indicated in the Perpetua Index under the following subjects
EXECOM MEETING
OSD06/ October 13, 2026