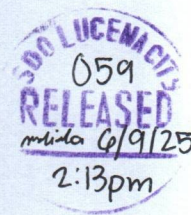




Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
SCHOOLS DIVISION OF LUCENA CITY



04 Jun 2025

DIVISION MEMORANDUM

No. 216, s. 2025

OPENING OF CLASSES AND INSTALLATION OF SCHOOL HEADS

TO: Asst. Schools Division Superintendent
Chief Education Supervisors – SGOD & CID
Public Schools District Supervisors
Public and Private Elementary School Heads
All Others Concerned

1. Pursuant to DepEd Order No. 012, s. 2025, titled “Multi-Year Implementing Guidelines on the School Calendar and Activities”, the **SY 2025-2026 shall formally commence on Monday, June 16, 2025**. In line with this, the installation of reassigned School Heads shall take place on the same day to ensure that all schools are duly led by their designated leaders from the very first day of classes.

2. The TAPATAN Team assigned to each district shall oversee and facilitate the installation of the reassigned School Heads in their respective schools as follows:

District	TAPATAN Group	Team Lead Assistant Lead
North	Team 3	Team Lead: Epifania F. Carandang Assistant Team Lead: Karina Bautista
East	Team 5	Team Lead: Atty. Ana Karmela Amante-Vergara Assistant Team Lead: Leonora Fe M. Malabonga
West	Team 2	Team Lead: Dexter M. Valle Assistant Team Lead: Erwin Abrencillo
South	Team 1	Team Lead: Rowela M. Caperiña Assistant Team Lead: Joey L. Jader
Secondary	Team 4	Team Lead: Myla K. Mendiola Assistant Team Lead: Anicia J. Villaruel

3. During the opening of classes, the designated TAPATAN Teams shall likewise conduct school readiness monitoring within their assigned districts. This includes assessing the preparedness of each school and providing timely and appropriate technical assistance to address any immediate concerns.

4. Immediate dissemination of this Memorandum is desired.

For Schools Division Superintendent

Date: 2025.06.09

Edenia O. Libranda

EDENIA O. LIBRANDA

Assistant Schools Division Superintendent

SUSAN DL. ORIBIANA

Schools Division Superintendent

Mendiola

CID/PROPER / MKM / DM – Opening of Classes and Installation of School Heads
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