



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

12 Jan 2024

OFFICE MEMORANDUM

SGO-2024-005

NOTICE OF MEETING

TO: Assistant Schools Division Superintendent
Chief Education Supervisors, SGOD and CID
School Heads, Public Elementary, Secondary and Integrated Schools
ICT Coordinators
All Others Concerned

1. **What:** Meeting for Utilization of INSET Daily Monitoring Form

AGENDA: a. Dissemination of INSET Daily Monitoring Form
b. Submission of QAME Reports
c. Clarification of Roles and Responsibilities
d. Other Concerns

2. **When:** January 15, 2024 (Monday, 3:00 p.m.)

3. **Where:** Virtual via MS Teams


SUSAN D.L. ORIBIANA

Schools Division Superintendent 

OM/SMME

NORTH DISTRICT

1	RHYSCEL B. LAGRAZON	LUCENA NORTH I ELEMENTARY SCHOOL
2	EDELINE L. PABELLANO	LUCENA NORTH II ELEMENTARY SCHOOL
3	SUSAN A. BUNCHA	LUCENA NORTH III ELEMENTARY SCHOOL
4	MA. DEBELEN R. MAGADIA	CAMP NAKAR ELEMENTARY SCHOOL
5	GLYDEL EVETH T. ENRIQUEZ	DOMOIT ELEMENTARY SCHOOL
6	JOANNE D. SAN MIGUEL	ELVIRA RAZON ARANILLA ELEMENTARY SCHOOL
7	DONNA O. CAPACIO	GULANG-GULANG ELEMENTARY SCHOOL
8	CASSANDRA JEAN M. AGUIRRE	HERMANA FAUSTA ELEMENTARY SCHOOL
9	BERNARD P. CUAREZ	ILAYANG DUPAY ELEMENTARY SCHOOL
10	ABEGAIL S. RAQUEL	KANLURANG MAYAO ELEMENTARY SCHOOL
11	KHANE ZARAH A. OBCEMEA	REYMAR COMPOUND ELEMENTARY SCHOOL
12	HANNAH LORRAINE LUNA	SAN LORENZO ELEMENTARY SCHOOL
13	JENNY H. BALITA	SILANGANG MAYAO ELEMENTARY SCHOOL
14	JOYLET D. MARTINEZ	ZABALLERO SUBDIVISION ELEMENTARY SCHOOL

EAST DISTRICT

1	FERNANDO M. CLAR DE JESUS	LUCENA EAST I ELEMENTARY SCHOOL
2	LOVELY B. MANCENIDO	LUCENA EAST II ELEMENTARY SCHOOL
3	SARAH JOY G. SAPUNGAN	LUCENA EAST III ELEMENTARY SCHOOL
4	ISRAEL DEL MUNDO	LUCENA EAST IV ELEMENTARY SCHOOL
5	SHERYL M. UNDAG	LUCENA EAST V ES
6	RIZIELLE F. PENAVERDE	LUCENA EAST VI ELEMENTARY SCHOOL
7	NESS U. MAGPANTAY	LUCENA EAST VII ELEMENTARY SCHOOL
8	CHARMAINE R. BERZUELA	LUCENA EAST VII ELEMENTARY SCHOOL ANNEX
9	MARIEL D. NAYNES	LUCENA EAST VIII ELEMENTARY SCHOOL
10	AILEEN A. EJES	LUCENA EAST IX ELEMENTARY SCHOOL

WEST DISTRICT

1	PAUL JOHN R. DE LAS ALAS	LUCENA WEST I ES
2	ANALYN IDEA MENDOZA	LUCENA WEST II ES
3	FRANCIS L. CASTANEDA	LUCENA WEST III ES
4	MIRA KHEL R. TENORIO	LUCENA WEST IV ES
5	MARCEL D. CABRAL	IBABANG IYAM ES
6	EIGENN C. LOYOLA	IBABANG TALIM ES
7	JERIC R. ESPINOSA	ILAYANG TALIM ES
8	ZYRA CATHERINE MORALES	ISABANG ES

9	JANELLE PERMALINO	ISABANG ELEMENTARY SCHOOL-BOCOHAN
10	BERNADETTE C. MOLLEDA	SALINAS ES

SOUTH DISTRICT		
1	JOLINA MAE D. CADELINA	LUCENA SOUTH I ELEMENTARY SCHOOL
2	MICHAEL HABIG	LUCENA SOUTH II ELEMENTARY SCHOOL
3	ROSALIE V. BERALDE	BARRA ELEMENTARY SCHOOL
4	XYRA V. NICDAO	BLISS ELEMENTARY SCHOOL
5	ROY I. CASIPIT	DALAHICAN E/S
6	MANUEL T. GOZO II	DALAHICAN E/S ANNEX
7	VINCENT KARL F. FABELLON	MAYAO CASTILLO E/S
8	EZEKIEL A. MANIRE	MAYAO CROSSING E/S
9	ELIZABETH MATIBAG	MAYAO PARADA E/S
10	ARNIE MERCADO	TALAO-TALAO ELEMENTARY SCHOOL

SECONDARY DISTRICT		
1	JAYRIC A. JAVELOSA	RANSOHAN IS
2	MARVIN F. AMADA	COTTA NHS
3	JENNYLYN M. CULLA	GULANG-GULANG NHS
4	CRISTINA E. HOLGADO	GNHS-DOMOIT ANNEX
5	JACREI G. ASI	IBABANG TALIM INTEGRATED HIGH SCHOOL
6	JORDAN B. PADUA	NAPOLEON RAVANZO NATIONAL HIGH SCHOOL
7	DAISY MANALO	LCNHS MAIN
8	ISAAC M. SUBELDIA	LCNHS-ILAYANG DUPAY EXT.
9	CLEA MARI D. ZETA	LCNHS-MAYAO CASTILLO ANNEX
10		LCNHS-MAYAO CROSSING EXT.
11	CHRISTIAN C. RODIL	LCNHS-SILANGANG MAYAO EXT.
12	MAYBELYN A. RAFA	MAYAO PARADA AGRICULTURAL INTEGRATED HIGH SCHOOL
13	JOHN MICHAEL R. ITABLE	LUCENA DALAHICAN NATIONAL HIGH SCHOOL
14	RACHELLE A. MABILIN	LDNHS-BARRA EXT.
15	JAYSON DAPITO	DON VICTOR VILLE NATIONAL HIGH SCHOOL