



Republic of the Philippines  
Department of Education  
Region XII  
Schools Division Office of Tacurong City

February 4, 2026

DIVISION MEMORANDUM  
OSDS- 2026 - 021

**COORDINATION MEETING WITH SELECTED SOUTH CLUSTER SCHOOL -BASED PERSONNEL**

To: Assistant Schools Division Superintendent  
School Heads  
Administrative Officer II  
School -based finance personnel

1. The Schools Division Office (SDO) of Tacurong City shall conduct a **Coordination Meeting** with selected South Cluster School – based personnel on **February 5, 2026, 2:00 p.m. -3:00 p.m. at Board Room, SDO Tacurong City.**
2. The agenda for this meeting are as follows:
  - a. 2026 School MOOE Disbursements
  - b. Liquidation Reports
  - c. Other matters
3. The list of participants for this meeting is attached for reference.
4. Meals and Snacks and other related expenses incurred during the conduct of this activity shall be **chargeable against local funds**, subject to existing government accounting and auditing rules and regulations.
5. Immediate dissemination of and compliance to this Memorandum is desired.

  
**GILDO G. MOSQUEDA, CEO VI**  
Schools Division Superintendent



Enclosures: None  
Reference: None  
Allotment: None  
To be included in the *perpetual index under*  
MEETING RECORDS

JGS/OSDS/DM/ COORDINATION MEETING WITH SELECTED SOUTH CLUSTER SCHOOL – BASED PERSONNEL/FEBRUARY 4, 2026



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**LIST OF PARTICIPANTS**

1. JEANILYN P. BATCHAR
2. MARJORIE ENRIQUEZ
3. MARK ANTHONY SARRENO
4. PAOLO MIGUEL S. SEGURA
5. CLARISE FABRIGAR
6. DOREEN LOU ESTANISLAO
7. ROSELLE CARVAJAL
8. GRACE PAMPOSA
9. REY MARK PAMA



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