



Republic of the Philippines  
**Department of Education**  
 National Capital Region  
**DIVISION OF CITY SCHOOLS**  
 City of Mandaluyong

Tel. no. 533-60-85 Fax. no.532-71-17  
 E-Mail Address: [depedmandaluyong@gmail.com](mailto:depedmandaluyong@gmail.com)  
 Official Website: [depedmandaluyong.wordpress.com](http://depedmandaluyong.wordpress.com)



*Rush*  
 DIVISION OF CITY SCHOOLS  
**RELEASED**  
 BY: AUGUST  
 DATE: Dec 4, 2013  
 12:20 pm

**MEMORANDUM**

TO: OIC, Asst. Schools Division Superintendent  
 Education Program Supervisors/District Supervisors  
 Principals, Public Elementary Schools

Subject: **MEETING OF TEACHING GUIDE WRITERS FOR GRADES I AND II**

Date: December 4, 2013

- Please be informed that there will be a meeting for Teaching Guide Writers of both Grades I and II on December 4, 2013, 2:00 P.M. at the Division Office Conference Hall.
- The attendance of the following writers is expected:

Name	School
Ms. Ruby E. Baniqued	Mandaluyong Elementary School
Ms. Vicky P. Tamba	Nueve de Febrero Elementary School
Ms. Shirley N. Genio	Highway Hills Integrated School
Ms. Jenel M. Jarandilla	Doña Basilisa Yangco Elementary School
Ms. Darrel F. Rance	Mandaluyong Elementary School
Ms. Ma. Lourdes D. ellema	Hulo Elementary School
Ms. Maria Luz B. Murillo	Isaac Lopez Integrated School
Ms. Joanne S. Viernes	Eulogio Rodriguez Integrated School
Ms. Norma C. Ecija	Andres Bonifacio Integrated School
Ms. Joselin Balane	Hulo Elementary School
Ms. Mary Jane Araneta	Mandaluyong Elementary School
Ms. Marie Rogellyn Aguila	Hulo Elementary School
Ms. Catherine Phia Atienza	Highway Hills Integrated School
Ms. Divina Vinavilles	Highway Hills Integrated School
Ms. Leovigilda Gempisao	Pedro P. Cruz Elementary School
Ms. Elvie Torrente	Hulo Elementary School
Ms. Kristine Ballaras	Mandaluyong Elementary School

- In this connection, necessary arrangement of classes of the concerned teachers shall be made to avoid disruption of classes.
- Wide and immediate dissemination of this **Memorandum** is desired.

*[Signature]*  
**EVANGELINE P. LADINES**  
 Officer-In-Charge  
 Schools Division Superintendent

PH-11111 12:20 pm