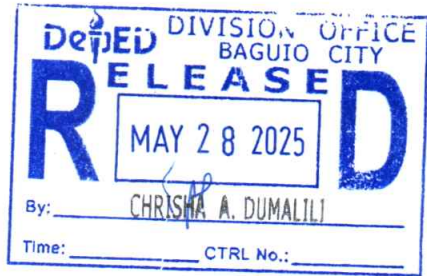




Republic of the Philippines
Department of Education
Cordillera Administrative Region
SCHOOLS DIVISION OFFICE OF BAGUIO CITY



28 May 2025

DIVISION MEMORANDUM

No. **331-2025**

**REASSIGNMENT OF PUBLIC SCHOOL HEADS AND DESIGNATION OF
TEACHERS-IN-CHARGE**

To: Chief Education Program Supervisors
Education Program Supervisors
Public Schools District Supervisors
Public School Heads
Teaching and Non-Teaching Personnel
All Others Concerned

1. In the exigency of the service, and due to the absence of school principals to head certain schools in the Division, this Office hereby announces the reassignment and designation of the following school principals, head teachers, and teachers-in-charge, effective June 13, 2025:

NAME	POSITION	SCHOOL ASSIGNMENT	
		FROM	TO
HELEN C. ACOP	PIII	Lucban IS	Aguinaldo ES
SHARON CHRISTIANIE R. CASTILLO	PIII	Fort Del Pilar ES	Rizal ES
ESTER HYDIE L. PUCDIHON	PIII	Aguinaldo ES	Camp 7 ES
REMEDIOS P. QUINIO	PIII	Rizal ES	Fort Del Pilar ES
MARIA JOAN D. ANDAYAN	PII	Baguio City Science HS	San Vicente NHS
FELTO P. AGPAWA	PI	Irisan ES	Lucban IS
JEFFREY F. ALIGA	PI	Irisan NHS	Irisan ES
LUCIA T. CASIM	PI	Pinget NHS	Baguio City Science HS
GLORIA A. CATIYAN	PI	Kias ES	Alfonso Tabora ES
GRACE M. DOMINGO	PI	Roxas NHS	Irisan NHS
NICKCARTER C. GONZALO JR.	PI	Quezon Hill NHS	Kias ES
VICTOR A. FERNANDEZ	ASPII	Dominican-Mirador NHS	Roxas NHS
MARILYN D. LUCAS	HTIII	San Vicente NHS	Brookspoint ES
JOHNNY KIDIAN	HTI	Irisan NHS	Pinget NHS
SHERWIN FERNANDO	MTII	Baguio City High School	Dominican-Mirador NHS
MARJORIE SUMAKEY	MTI	Roxas NHS	Quezon Hill NHS

2. All of the above-mentioned school heads/HTs/TICs are enjoined to submit their clearances (School, Division, and City) to the Division HRMO on or before June 13, 2025, and are likewise requested to proceed to the Personnel Unit office to claim their Reassignment Orders and Designation from the Division HRMO, Ms. Ma. Louella Moncada.
3. The Public Schools District Supervisors are requested to assist in the smooth transition and orderly turnover of responsibilities to the incoming school heads by the previous school heads.
4. Teachers and non-teaching personnel are hereby requested to give their utmost cooperation to the incoming school heads.
5. For information, guidance and strict compliance.

SORAYA T. FACULO PhD, CESO VI
Schools Division Superintendent

OSDS/STF/nde