



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

DEPARTMENT OF EDUCATION  
Schools Division Office  
RECORDS SECTION

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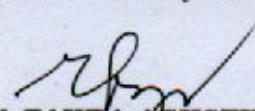
DIVISION MEMORANDUM

No. 223, s. 2021

**SECOND QUARTERLY MEETING OF SCHOOL RESEARCH COORDINATORS**

To : Assistant Schools Division Superintendent  
Chief, School Governance and Operations Division  
Chief, Curriculum Implementation Division  
All School Heads

1. Pursuant to DepEd Order No. 43, s. 2017 and DepEd Order No. 16, s. 2017, Research Management Guidelines (RMG), this Office, through the Planning and Research Section of the School Governance and Operations Division, announces the conduct of Second Quarterly Meeting of School Research Coordinators via Google meet on June 30, 2021, Wednesday, 8:00 am – 5:00 p.m.
2. This activity aims to:
  - a. recall the procedures on designing school research initiative and program completion report;
  - b. revisit the research procedures as stipulated in the research management guidelines (RMG);
  - c. conduct an update on the existing researches in each school relative to the 6<sup>th</sup> Cycle;
  - d. prepare necessary documents and reports needed by the end of school year 2020-2021; and
  - e. disseminate relevant updates and information about different research activities of the division.
3. The participants to this activity are the respective School Research Coordinators (SRC), Senior Education Program Specialist, Planning Officer III, Registrar I of the Planning and Research Section.
4. Attached are the list of participants, schedule, and the indicative program of activities.
5. For inquiries and clarifications, please contact Edward R. Manuel of Planning and Research Section at **edward.manuel001@deped.gov.ph** and/or **(049) 511-4191**.
6. Immediate and widest dissemination of this Memorandum is earnestly desired.

  
**EDNA FAURA-AGUSTIN**  
Schools Division Superintendent



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## SECOND QUARTERLY MEETING OF SCHOOL RESEARCH COORDINATORS

### LIST OF PARTICIPANTS

| PLANNING AND RESEARCH SECTION       | NAME             |
|-------------------------------------|------------------|
| Senior Education Program Specialist | Edward R. Manuel |
| Planning Officer III                | Charles M. Patio |
| Registrar I                         | Artnafe N. Ode   |

| NAME OF SCHOOL                                       | SCHOOL RESEARCH COORDINATOR   |
|--|-------------------------------|
| <b>ELEMENTARY</b>                                    |                               |
| Biñan Elementary School                              | Rowena R. Leal-MTII           |
| Canlalay Elementary School                           | Rosalie O. Ladanga-MTI        |
| Dela Paz Main Elementary School                      | Minerva B. Oxales-MTI         |
| Dela Paz West Elementary School                      | Maritess S. Soñega-MTI        |
| Dr. Jose G. Tamayo Memorial Elementary School        | Leonides D. Nadela-MTII       |
| Dr. Marcelino Z. Batista Memorial Elementary School  | Heidi N. Rara-TIII            |
| Ganado Elementary School                             | Pamela M. Ciudad-TI           |
| Langkiwa Elementary School                           | Melissa T. Pajam-TIII         |
| Loma Elementary School                               | Estela B. Bragais-MTI         |
| Malaban Elementary School                            | Glicel K. Salvador-MTI        |
| Malaban East Elementary School                       | Analyn R. Espeleta-TIII       |
| Mamplasan Elementary School                          | Marian M. Lagrimas-TI         |
| Our Lady of Lourdes Elementary School                | Liezl A. Conde-TIII           |
| Pagkakaisa Elementary School                         | Ana Loraine A. Tolentino-TIII |
| Pedro H. Escueta Memorial Elementary School          | Apolonia L. Cerdana-MTI       |
| Platero Elementary School                            | Maria Elena B. Hernandez-TIII |
| San Francisco Elementary School                      | Evangeline U. Mendejar-MTI    |
| San Vicente Elementary School                        | Jamaira A. Silvallana-TIII    |
| Soro-Soro Elementary School                          | Michelle N. Nolia-TI          |
| Sto. Tomas Elementary School                         | Ramon S. Janaban IV-TIII      |
| Southville 5-A Elementary School-Langkiwa            | Rona A. Alzona-MTI            |
| Southville 5 Elementary School-Timbao                | Milagros D. Naval-TIII        |
| Timbao Elementary School                             | Celeste A. Varin-TII          |
| Tomas A. Turalba Memorial Elementary School          | Nerissa P. Espelimbargo-MTI   |
| Tubigan Elementary School                            | Mary Ann C. Azucena-MTI       |
| Zapote Elementary School                             | Gloria M. De Torres-TIII      |
| <b>JUNIOR HIGH SCHOOL</b>                            |                               |
| Biñan Integrated National High School (JHS)          | Ana Maria C. De Guzman-TIII   |
| Biñan Secondary School of Applied Academics          | Michael V. Vinluan-TIII       |
| Dela Paz National High School-Annex                  | Anna Dominique R. Quasay-TI   |
| Jacobo Z. Gonzales Memorial National High School     | Jeanette Q. Alvarez-HTIII     |
| Mamplasan National High School                       | Jayson Carl C. Esmasin-TI     |
| Nereo R. Joaquin National High School                | Melody C. Jaspela-TII         |
| Southville 5-A Integrated National High School       | Rica Grace R. Jimenez-TIII    |
| St. Francis Integrated National High School          | Jade Y. Aldiano-HTI           |
| <b>SENIOR HIGH SCHOOL</b>                            |                               |
| Biñan City Senior High School (San Antonio)          | Jie Ann B. Otila-TII          |
| Biñan City Senior High School (Timbao)               | Nancy M. Cabaluna-TIII        |
| Biñan City Senior High School (Sto. Tomas)           | Dinah C. Habig-TII            |
| Biñan Integrated National High School (SHS)          | Freddie John V. Calumno-TII   |
| Southville 5-A Integrated National High School (SHS) | Federico Jr. A. Mendoza-TII   |
| St. Francis Integrated National High School (SHS)    | Carlito E. Añonuevo-MTII      |



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**INDICATIVE PROGRAM OF ACTIVITIES**  
June 30, 2021-Wednesday, 8:00am-5:00pm  
via Google Meet

|   |  |
|---|--|
| Nationalistic Song                                  | AVP  |
| Opening Prayer                                      | AVP  |
| Opening Remarks                                     | <b>BAYANI V. ENRIQUEZ</b><br>Chief, School Governance and Operations Division<br>Co-chair, Schools Division Research Committee |
| Roll Call of Participants<br>Checking of Attendance | <b>ARTNAFE N. ODE</b><br>Registrar I, Planning and Research Section  |

**Meeting Proper**

**CHARLES M. PATIO**  
Planning Officer III, Planning and Research Section

- ✓ Data Management and Information System

**EDWARD R. MANUEL**  
Senior Education Program Specialist, Planning and Research

- ✓ Preparation of Research Initiative Form (RIF) and Program Completion Report (PCR).
- ✓ Update on the Conduct of Research Training/ Webinar/ Orientation.
- ✓ Update on the number of researches conducted per school (5<sup>th</sup> and 6<sup>th</sup> Cycle).
- ✓ Submission of SY 2020-2021 Accomplishment Report.
- ✓ Submission of Completed Action/Basic Research.
- ✓ Update on the documents submitted on the Google Drive for the School Research Coordinators
- ✓ Preparation for the Research Parliament (November, 2021).

**Presentation of School Research Initiatives**

|                 |  |
|-----------------|--|
| Closing Remarks | <b>GERTRUDE A. ANUNCIACION</b><br>Education Program Supervisor-SGOD<br>Member, Schools Division Research Committee |
|-----------------|--|

**MAUREEN JANE Q. ALANGCO**  
PDO I, Youth Formation  
Program Facilitator



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