



Republic of the Philippines  
**Department of Education**  
REGION VII - CENTRAL VISAYAS  
DIVISION OF CITY SCHOOLS - TAGBILARAN CITY

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**Office of the Schools Division  
Superintendent**

Division Memorandum  
SGOD-2026-028

TO: : Mrs. Maria Rachel S. Omasas                      Dr. Jonathan Membreve  
              Mr. Jerry B. Belecina                              Mr. Grace Marie L. Campos  
              Mrs. Corazon H. Samuya                         Mrs. Eutropia R. Arcayena

FROM : **WILFREDA D. BONGALOS PhD CESO V**  
              Schools Division Superintendent  
              Office of the Schools Division Superintendent

For the Superintendent:

  
**JOHN ARIEL A. LAGURA PhD**  
Assistant Schools Division Superintendent

SUBJECT : **Attendance to the MOA Signing & Orientation for Student  
Teachers Deployment**

DATE : January 28, 2026

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1. In line with the upcoming deployment of Student Teachers from **BIT International College**. A **Memorandum of Agreement (MOA) Signing & Orientation** will be conducted on **February 13, 2026 (Friday) at 1:00 PM onwards** at **JJs Seafoods**, Tagbilaran City.
2. In this regard, we are requesting your presence as this activity aims to formally establish the partnership through the MOA signing and to discuss important guidelines, roles, responsibilities and expectations concerning the supervision and deployment of student teachers.
3. Your attendance is highly valued as this will ensure proper coordination and a shared understanding between the Teacher Education Institution (TEI) and the cooperating schools.