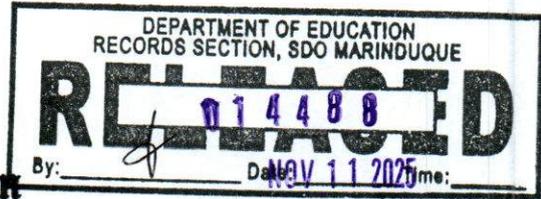




Republic of the Philippines
Department of Education

**MIMAROPA REGION
 SCHOOLS DIVISION OF MARINDUQUE**



Office of the Schools Division Superintendent

DIVISION MEMORANDUM

TO: Public Schools District Supervisor
 Elementary/Secondary Schools Principals/TICs/Head Teachers
 Administrative Officer -II
 Administrative Officer-V Administrative Section
 Administrative Officer-IV Personnel Section
 All Others Concerned

FROM: 
LYNN G. MENDOZA, EdD ✓
 OIC - Schools Division Superintendent

SUBJECT: CONSULTATIVE MEETING ON RECLASSIFICATION OF POSITIONS

DATE: November 11,2025

1. The Schools Division of Marinduque, through the Administrative Services Unit shall conduct a Consultative Meeting on Reclassification of Positions.
2. Participants will be the Public Schools District Supervisors, Schools Heads/TIC's for Elementary and Secondary Schools and all School Administrative Officers in the following Districts:

District	Date and Time	Venue
Sta. Cruz East, Sta. Cruz North, Sta. Cruz South District	November 12, 2025 1:00 PM	Sta. Cruz North District
Torrijos District	November 13, 2025 9:00 AM	Torrijos Central School
Buenavista and Gasan Districts	November 13, 2025 1:30 PM	SDO Hall

3. Immediate dissemination of and compliance with the contents of this Memorandum is desired.