



Republic of the Philippines
Department of Education
REGION VIII - EASTERN VISAYAS

March 15, 2022

REGIONAL MEMORANDUM

No. **229**, s. 2022

CONVERSION OF LIMARAYON ELEMENTARY SCHOOL TO LIMARAYON INTEGRATED SCHOOL, BARANGAY LIMARAYON, CALBAYOG CITY, WESTERN SAMAR

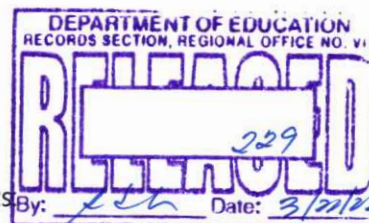
To: Schools Division Superintendents
Regional Office Division Chiefs
Public Elementary and Secondary School Heads
All Others Concerned

1. This Department of Education, Regional Office No. VIII announces that the request for **Conversion of Limarayon Elementary School to Limarayon Integrated School**, Barangay Limarayon, Calbayog City, Western Samar, is a newly approved integrated school by this Regional Office on March 15, 2022 through administrative fiat pursuant to its expressed authority under Section 5 (B/13) of Chapter 1 of RA No. 9155 (The Governance of Basic Education Act of 2001), after full satisfactory compliance with the requirements prescribed by existing guidelines and policies of the Department.
2. The **Schools Division Superintendent** of the **Division of Calbayog City** where the school is located is hereby directed to consider this school in budget preparation for its eventual inclusion in the immediately succeeding General Appropriations Act (GAA).
3. Immediate dissemination of and compliance with this Memorandum are desired.


EVELYN R. FETALVERO, CESO IV
Regional Director

Enclosures: None
References: DepEd Order No. 40, s. 2014
DepEd Order No. 71, s. 2003
DepEd Order No. 91, s. 1999
DepEd Order No. 05, s. 1989

To be indicated in the Perpetual Index under the following subjects:



INTEGRATED SCHOOL

MANAGEMENT

PUBLIC

QAD-RRC



Government Center, Candahug, Palo, Leyte
(053) 323-3156 | region8@deped.gov.ph
ISO 9001:2015 Certified

DepEd RO8 ATA-F22 (CY2018-v03-r00) Page 1 of 1





Republic of the Philippines
Department of Education
REGION VIII - EASTERN VISAYAS

FOR : REGIONAL DIRECTOR

DATE : March 15, 2022

TITLE : EVALUATION & RECOMMENDATION FOR THE CONVERSION OF LIMARAYON ELEMENTARY SCHOOL TO LIMARAYON INTEGRATED SCHOOL, BARANGAY LIMARAYON, CALBAYOG CITY, WESTERN SAMAR

BACKGROUND

Barangay Limarayon is one of the barangays in Calbayog City, Western Samar where this can be reached through any type of land transportation. But unfortunately, no regular trip had been in place that is why secondary students prefer to ride on a habal-habal just to catch up their classes in the nearest high school. Barangay folks engaged mostly in farming and small-scale business as their source of living. In pursuit to achieve education, parents send their children to the nearest high school which is 5 kms. from Oquendo National High School. Coming to this school entails additional expenses for the cost of living and other school needs of the learners therefore, parents get difficulty in supporting them especially to those low-income families. These scenarios impelled parents and other stakeholders to hope for a secondary school to be offered in barangay Limarayon. Furthermore, with the increasing prices of the basic commodities, it has threatened the allocated budget of the family such as food, daily fare and other expenses.

The said barangay has an existing multi-grade school named Limarayon Elementary School with a total land area of 6,204 sq.m. The said school is 20 kilometers away from the city proper. Currently, the school has a total enrolment of 59 pupils with 5 teachers and 1 school head. The school's distance to the nearest high schools is quite far that Grade 6 completers in Limarayon ES and from its feeder School named Kili-Kili ES have difficulty to continue junior high school education. Likewise, those high school learners enrolled in the



nearest high school, could hardly sustain in coming to school daily resulting to high percentage of students' absenteeism and be at risk of dropping out from the school. These are burdens of the parents and the school.

In view thereof, the parents and municipal officials and the Barangay Officials of Limarayon and Kili-Kili expressed their full support of the request for the conversion of Limarayon Elementary School to an Integrated School with the hope that financial burden among parents shall be lessen as their children can continue in the secondary education and high participation rate may be assured. The Grade 6 graduates coming from the nearby elementary schools of the different barangays will also be greatly benefited.

Moreover, the Schools Division Superintendent of Calbayog City Division intensely expressed her full support to the proposed conversion of school initiated by the concerned parents and local officials to ensure that all school-aged children in the community will have access to basic education and possibly lessen the financial burden of parents in sending their children to school. Thus, conversion of Limarayon Elementary School to Limarayon Integrated School in Barangay Limarayon, Calbayog City, Western Samar endorsed by the Schools Division Superintendent of Calbayog City to the Regional Office is deemed necessary.

FINDINGS:

1. Limarayon Elementary School has a total land area of 6,204 sq.m. which has enough buildable space for expansion to Junior High School. The school site is free from flooding and landslide based on the certification issued by the Mines and GeoSciences Bureau.
2. The LGU, through the Office of the Municipal Mayor Diego P. Rivera, strongly expressed full support to the school and commits to allocate additional budget for the expansion to the secondary level through a Resolution No. 2021-08-085.
3. The officials of barangay Limarayon and Kili-Kili executed Resolutions No. 012-2021 for the former and 008, s. 2021 for the latter, expressing their full support for the conversion of Limarayon ES to an integrated school, located in barangay Limarayon, Calbayog City, Western Samar.

4. The Schools Division Office represented by the Assistant Schools Division Superintendent, the assigned District Supervisor, the Schools Division Engineer, M & E SEPS, Education Program Supervisor, and SGOD Chief in Calbayog City Division and the different stakeholders present during the virtual validations on schools' application conducted by the DepEd Regional Inspectorate Team also expressed their willingness and full support for the conversion of the school during the Focused Group Discussion (FGD).

5. Limarayon ES has an excess of 4 classrooms.

6. The school has other facilities such as computer laboratory, hand washing facilities, school stage, sufficient no. of comfort rooms, H.E. room, school canteen, principal's office and enough space for playground and buildable area.

7. The school has concrete perimeter fence surrounding the school site.

8. The school has electricity but no internet connection.

9. The excess learning materials and school furniture from nearby schools will also be given to the proposed Limarayon Integrated School as per commitment expressed by the assigned District Supervisor.

10. The proposed school will receive support from the Local Government of Oquendo while the inclusion of the school in the GAA of DepEd is on process.

11. Schools Division Office of Calbayog City through its assigned District Supervisor extended support as to the provision of technical assistance for the school management, supervision, and other needs especially to teachers.

RECOMMENDATIONS:

In view of the foregoing evaluation and findings, the evaluators respectfully recommend that:


1. Limarayon Elementary School shall be converted into an integrated school and shall be named **LIMARAYON INTEGRATED SCHOOL** and is authorized to operate effective School Year 2022 – 2023.

2. The school shall implement K to 12 Basic Education Curriculum.

3. School operation shall be on a gradual basis. Thus, Curriculum Grades to be offered upon opening of classes for School Year 2022-2023 shall only be Grade 7 which may progress to the next grade levels in the succeeding years.
4. The school head of Limarayon Elementary School with the assistance of the District Supervisor and the Municipal Engineer shall revisit and redesign the school development plan for use of available buildable spaces at the site in preparation for the construction of buildings for the Junior High School.
5. The LGU, both the Barangay and Municipal levels, and the parents shall provide financial support to the school until such time that operations will be covered by the DepEd Budget.
6. The School Head of Limarayon Elementary School shall manage the integrated school provided that the qualification standards shall be satisfied.
7. The Schools Division Superintendent shall provide teachers trained on the K to 12 Curriculum and consider additional regular teachers to this school to complete the number of teachers required to operate the integrated school.
8. The Schools Division Superintendent likewise shall initiate for the provision of school buildings, chairs, textbooks, and other resources to the school.


RACHEL R. CUEVAS

Education Program Supervisor


MARLOU D. CAMPOSANO, EdD

Education Program Supervisor

Noted by:


ROSEMARIE M. GUINO, EdD

OIC- Chief, QAD

QAD-RRC

APPLICATION FOR CONVERSION OF A SCHOOL INTO AN INTEGRATED SCHOOL
(THRU EXPANSION OF AN EXISTING ELEMENTARY OR SECONDARY SCHOOL)

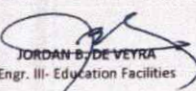
EVALUATION SHEET

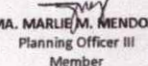
CRITERIA	REQUIRED DOCUMENTS	PER EVALUATION	REMARKS (PASSED OR FAILED) <small>Pls. state reason, if Failed</small>																																																																																																	
1. The school is listed in the EBEIS	DepED School ID	Name of School : LIMARAYON ELEMENTARY SCHOOL DepED School ID No. as Presented : 124063 DepED School ID No. as verified with Planning Unit : 124083	PASSED <i>passed</i>																																																																																																	
2. The conversion of a school into an IS must satisfy at least three (3) of the following conditions, whichever are applicable:	a. Letter of request for the conversion of a school (thru expansion) into an IS addressed to the Schools Division Superintendent (SDS). b. Feasibility Study on the proposed expansion of school, duly recommended/ endorsed by the SDS. c. IS Implementation Plan covering five (5) years to include among others, the following: 1. Current and projected enrolment for five (5) school years, by grade level:	Request signed by : NORMEL C. GALIAS, HON. JOEL B. MANUALES & SERIA B. LIGAN Position/Designation : Teacher In-Charge, Punong Barangay & GPTA President Office/School : Limarayon Elementary School & Office of the Brgy. Captain Date : May 24, 2021 Proponent(s) of the Feasibility Study : Normel C. Galias Duly Recommended by : Thelma Cabadsan-Quitalig PhD, CESO V Position/Designation : Schools Division Superintendent Justification on the Need for Expansion of school : 1. Extend to Limarayon & Kili-Kili secondary students the maximum utilization of the existing structures, availment of modern facilities and other privileges provided by GPTA, Brgy. Officials and LGU. 2. Help the parents of Brgy. Limarayon & Brgy. Kili-Kili lessen the burden of fare and pocket money of their high school students. c. IS Implementation Plan c.1 No. of Prospective Enrollees: <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 5px;"> <thead> <tr> <th rowspan="2">Grade Level</th><th>Current (SY 20 to 21)</th><th colspan="5">Projected</th></tr> <tr> <th></th><th>Year 1</th><th>Year 2</th><th>Year 3</th><th>Year 4</th><th>Year 5</th></tr> </thead> <tbody> <tr><td>K</td><td>8</td><td>9</td><td>10</td><td>10</td><td>11</td><td>11</td></tr> <tr><td>1</td><td>10</td><td>10</td><td>9</td><td>10</td><td>10</td><td>11</td></tr> <tr><td>2</td><td>10</td><td>10</td><td>10</td><td>9</td><td>10</td><td>10</td></tr> <tr><td>3</td><td>8</td><td>10</td><td>10</td><td>10</td><td>9</td><td>10</td></tr> <tr><td>4</td><td>3</td><td>8</td><td>10</td><td>10</td><td>10</td><td>9</td></tr> <tr><td>5</td><td>12</td><td>3</td><td>8</td><td>10</td><td>10</td><td>10</td></tr> <tr><td>6</td><td>8</td><td>12</td><td>3</td><td>8</td><td>10</td><td>10</td></tr> <tr><td>7</td><td></td><td>25</td><td>17</td><td>12</td><td>15</td><td>22</td></tr> <tr><td>8</td><td></td><td></td><td>25</td><td>17</td><td>12</td><td>18</td></tr> <tr><td>9</td><td></td><td></td><td></td><td>25</td><td>17</td><td>12</td></tr> <tr><td>10</td><td></td><td></td><td></td><td></td><td>25</td><td>17</td></tr> <tr><td>TOTAL</td><td>59</td><td>87</td><td>102</td><td>121</td><td>139</td><td>140</td></tr> </tbody> </table>	Grade Level	Current (SY 20 to 21)	Projected						Year 1	Year 2	Year 3	Year 4	Year 5	K	8	9	10	10	11	11	1	10	10	9	10	10	11	2	10	10	10	9	10	10	3	8	10	10	10	9	10	4	3	8	10	10	10	9	5	12	3	8	10	10	10	6	8	12	3	8	10	10	7		25	17	12	15	22	8			25	17	12	18	9				25	17	12	10					25	17	TOTAL	59	87	102	121	139	140	2.a. <i>passed</i> 2.b. <i>passed</i> 2.c.1 <i>passed</i>
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d. There is difficulty in acquiring a school site for the secondary school;	2. Proposed budgetary requirements for its Personal Services, MOOE, and Capital Outlay:	c.2 Proposed Budgetary Requirements <table border="1"> <thead> <tr> <th rowspan="2">Particulars</th> <th rowspan="2">Year 1</th> <th rowspan="2">Year 2</th> <th rowspan="2">Year 3</th> <th rowspan="2">Year 4</th> <th colspan="2">Supported w/ Breakdown?</th> </tr> <tr> <th>Yes</th> <th>No</th> </tr> </thead> <tbody> <tr> <td>Personal Services</td> <td>701,091.12</td> <td>701,091.12</td> <td>1,014,538.68</td> <td>1,014,538.68</td> <td></td> <td></td> </tr> <tr> <td>MOOE</td> <td>203,400.00</td> <td>221,550.00</td> <td>243,000.00</td> <td>264,350.00</td> <td></td> <td></td> </tr> <tr> <td>Capital Outlay</td> <td colspan="6">Centralized downloading to Division Offices</td> </tr> <tr> <td>Total</td> <td>904,491.12</td> <td>922,641.12</td> <td>1257538.68</td> <td>1278888.68</td> <td></td> <td></td> </tr> </tbody> </table>	Particulars	Year 1	Year 2	Year 3	Year 4	Supported w/ Breakdown?		Yes	No	Personal Services	701,091.12	701,091.12	1,014,538.68	1,014,538.68			MOOE	203,400.00	221,550.00	243,000.00	264,350.00			Capital Outlay	Centralized downloading to Division Offices						Total	904,491.12	922,641.12	1257538.68	1278888.68			2.C.2 passed
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e. The number of elementary graduates does not warrant the establishment of a separate secondary school or	3. Operational Plan re: curriculum and instructional supervision of the proposed integrated School; and	c.3 Operational Plan Prepared By : Normel C. Galias Position/Designation : Teacher III/ Teacher In-Charge Office/School : Limarayan Elementary School Date : May 17, 2021	2.C.3 passed																																					
f. The Elementary / secondary school has excess classrooms of at least four (4) and seven (7) to accommodate high school/elementary enrollees, respectively.	4. School Site Development Plan (SSDP) to include proposed school building, as needed.	c4. SSDP Prepared by : NORMEL C. GALIAS Position/Designation : Teacher III/ Teacher In-Charge Office/School : Limarayan Elementary School Date : May 17, 2021	2.C.4 passed PASSED																																					
	d. For item f criterion, a Certification signed by the School head, duly attested by the SDS on the excess classrooms, tables, chairs, and other resources to be used for the expansion of elementary or secondary school.	d. Certification Signed by : NORMEL C. GALIAS Position/Designation : Teacher III/ Teacher In-Charge Date : May 24, 2021 No. of Excess Classrooms :	2.d passed																																					
	e. Inventory of Learning Resources (LRs) prepared by the School's Property Custodian, as validated by the Schools Division Office.	e. Inventory of LR's prepared by : BENILDA M. PITOGO Position/Designation : School Property Custodian Date : May 25, 2021 Validated by : SEVERINO O. LAURE Position/Designation : Administrative Officer IV / Supply Date : June 24, 2021	2-c passed																																					
	f. Updated PSIPOP of the concerned school.	f. Per PSIPOP for FY 2021 <table border="1"> <thead> <tr> <th>Particulars</th> <th>No. of Positions</th> </tr> </thead> <tbody> <tr> <td>School Head Item</td> <td>1</td> </tr> <tr> <td>No. of Teaching Items</td> <td>5</td> </tr> <tr> <td>No. of Supporting Staff</td> <td></td> </tr> <tr> <td>Total</td> <td>6</td> </tr> </tbody> </table>	Particulars	No. of Positions	School Head Item	1	No. of Teaching Items	5	No. of Supporting Staff		Total	6	2-F passed																											
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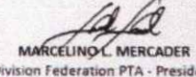
CRITERIA	REQUIRED DOCUMENTS	PER EVALUATION	REMARKS																	
5. The School Head to be designated to the IS must satisfy the DepED-CSC Qualification Standards of a School Head for secondary School.	a. Designation Order for the proposed School Head.	Designation Order Signed by : <u>THELMA CABADSAN -QUITALIG PhD, CESO V</u> Position/Designation : <u>Schools Division Superintendent</u> Date : <u>October 25, 2019</u> Name of Designated School Head : <u>NORMEL C. GALIAS</u> Plantilla Position Title : <u>Teacher III</u>	V-9 passed																	
In cases where the aforementioned criterion is not met, the SDS shall make the necessary justification.	b. Transcript of Records, Certificates of Relevant Training, Service Record, and Civil Service eligibility of the school Head, duly certified as true copies by the Schools Division Office's Records Unit.	b. Designated School Head has satisfied the DepED CSC Qualification Standards of a School Head for Secondary School? YES <u> </u> / NO <u> </u> Educational Preparation : <u>Master of Education in Administration and Supervision</u>	V-6 passed																	
		<table border="1"> <thead> <tr> <th rowspan="2">Documents Submitted</th><th colspan="2">Certified by DO Records Unit?</th></tr> <tr> <th>YES</th><th>NO</th></tr> </thead> <tbody> <tr> <td>1. Transcript of Records</td><td>/</td><td></td></tr> <tr> <td>2. Certificates of Relevant Training</td><td>/</td><td></td></tr> <tr> <td>3. Service Record</td><td>/</td><td></td></tr> <tr> <td>4. CS Eligibility</td><td>/</td><td></td></tr> </tbody> </table>	Documents Submitted	Certified by DO Records Unit?		YES	NO	1. Transcript of Records	/		2. Certificates of Relevant Training	/		3. Service Record	/		4. CS Eligibility	/		
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		c. Justification, if any, duly signed by : Position/Designation : Date : Reason(s) : : : : : : :																		

EVALUATED BY DIVISION REVIEW AND EVALUATION COMMITTEE (DREC):


 JORDAN B. DE VEYRA
 Engr. III- Education Facilities

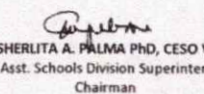

 MA. MARLIE M. MENDOZA
 Planning Officer III
 Member

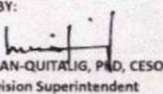

 EDITA S. CANO
 Administrative Officer V
 Member


 MARCELINO L. MERCADER
 Division Federation PTA - President


 UBALDO D. DIOMANGAY
 Chief ES, SGOD
 Member


 RENATO S. GARCIA EdD. DM
 Chief ES, CID
 Member


 SHERLITA A. PALMA PhD, CESO VI
 Asst. Schools Division Superintendent
 Chairman

RECOMMENDED BY:

 THELMA CABADSAN-QUITLIG, PhD, CESO V
 Schools Division Superintendent

ATED BY REGIONAL INSPECTORATE TEAM (RIT):

Signature Over Printed
RACHEL R. CUEVAS
Education Program Supervisor

Signature Over Printed

Signature Over Printed
Name Position/Designation

Signature Over Printed
Name Position/Designation

Signature Over Printed
Name Position/Designation

Signature Over Printed
Name Position/Designation

APPROVED:

Signature
ROSEMARIE M. GUINO Ed D
OIC - Chief, QAD