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

August 18, 2025

REGIONAL MEMORANDUM  
QAD-2025- 1008

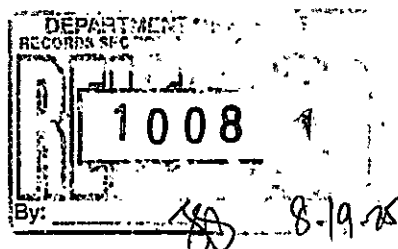
APPROVED TUITION, MISCELLANEOUS, AND OTHER FEES  
OF MORNINGSIDE SCHOOL, INC. EFFECTIVE  
SCHOOL YEAR 2025-2026

To: Schools Division Superintendents  
All Others Concerned

- This is to announce to the field the APPROVED Tuition, Miscellaneous and Other School Fees of **Morningside School, Inc.**, Burauen, Leyte, Philippines effective **SY 2025-2026** after compliance with all the requirements pursuant to DepEd Order No. 18, s. 2009, DepEd Order No. 88, s. 2010 and DepEd Order No. 11, s. 2011.
- Below is the schedule of the **approved** tuition and miscellaneous fees, to wit:

Grade/Level	TUITION FEE	MISCELLANEOUS FEE	OTHER FEES	TOTAL
Kindergarten	₱ 19,000.00	₱ 1000.00	₱ 7,000.00	₱ 27,000.00
Grade-1	₱ 18,000.00	₱ 1000.00	₱ 7,000.00	₱ 26,000.00
Grade-2	₱ 18,500.00	₱ 1000.00	₱ 7,000.00	₱ 26,500.00
Grade-3	₱ 19,000.00	₱ 1000.00	₱ 7,000.00	₱ 27,000.00
Grade-4	₱ 19,500.00	₱ 1000.00	₱ 7,000.00	₱ 27,500.00
Grade-5	₱ 20,000.00	₱ 1000.00	₱ 7,000.00	₱ 28,000.00
Grade-6	₱ 20,500.00	₱ 1000.00	₱ 7,000.00	₱ 28,500.00

- The breakdown of approved miscellaneous and other fees is attached as Enclosure 1.
- The Schools Division Superintendent is directed to facilitate the proper implementation of the provision of this issuance and monitor the compliance of the school with the Rules and Regulations on School Fees as mandated by the Department of Education to protect the interests of the students considering the current economic conditions.
- For dissemination and compliance.



**RONALO K. FIRMO, CESO IV**  
Assistant Regional Director  
Officer-in-Charge  
Office of the Regional Director



Address: Government Center, Candahug, Palo, Leyte  
Telephone No.: (053) 832-5738  
Email Address: region8@deped.gov.ph  
Website: region8.deped.gov.ph



DEPARTMENT OF EDUCATION REGIONAL OFFICE VIII-EASTERN VISAYAS

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Enclosure: Breakdown of Approved Miscellaneous and Other Fees

References: As stated,

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

FEE	PRIVATE EDUCATION	RATE
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QAD-GLA

**Breakdown of Approved Miscellaneous and Other School Fees of Morningside School, Inc., Burauen, Leyte, Philippines effective SY 2025-2026**

<b>Schedule of Fees</b>	<b>Kindergarten to Grade 6</b>
<b>Other Fees (a year)</b>	<b>P 7,000.00</b>
Matriculation/Registration Fee	P 1,000.00
Water Bill	200.00
Electric Bill	1,000.00
School ID	150.00
Internet	200.00
Monthly Celebration/culmination Activity	400.00
School Supplies	300.00
Test Paper	200.00
Athletics	200.00
School Maintenance	1350.00
Security Guard	700.00
Janitorial	500.00
Medical/dental	300.00
Student Development	500.00
<b>Miscellaneous Fees (a year)</b>	<b>P 1,000.00</b>
Library (a year)	250.00
Laboratory (Science Lab) Fee (a year)	300.00
Computer Laboratory	450.00

Approved:

**RONALO K. FIRMO, CESO IV**  
Assistant Regional Director  
Officer-in-Charge  
Office of the Regional Director



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

**CHECKLIST OF REQUIREMENTS FOR THE APPLICATION TO APPROVE AND COLLECT SCHOOL FEES**

Division: Leyte  
 Name of School: Morningside School, Inc.  
 School ID : \_\_\_\_\_  
 Complete Address of School: Burauen, Leyte  
 Contact Number: \_\_\_\_\_ email Add: \_\_\_\_\_  
 School Year: 2025-2026

No.	Description of Document/Requirement	Remarks (Complied/Not Complied-NC) Reason/s if NC
1. <input checked="" type="checkbox"/>	Letter Request signed by the School Head/ School Director	No attached Letter <i>complied 8/8/2025</i>
2. <input checked="" type="checkbox"/>	Sworn Affidavit by the School Head affirming that there was a consultative meeting conducted with the parents and stating the reason/s for the approval of the proposed school fees.	No attached sworn affidavit by the School Head affirming that there was a consultative meeting conducted
3. <input checked="" type="checkbox"/>	Schedule and breakdown of School Fees ( Tuition, Miscellaneous Fees and Other School Fees)	No attached schedule of school fees. <i>Complied 8/8/2025</i>
4. <input checked="" type="checkbox"/>	Notarized minutes of the meeting for the with a manifestation statement that the request for approval of tuition, miscellaneous, and other school fees was confirmed by at least 3/4 of the registered parents of the school.	No attached minutes of meeting.

**NOTE:** One time consideration only for those schools who claimed to have no file of approved school fees.

**EVALUATION:**

- Complied with all the requirements. *Complied 8/8/2025*
- Not complied with all the requirements. *Gr*

**SUMMARY OF FINDINGS:**

Only Affidavit of Justification was submitted endorsed by Leyte Division Office

**RECOMMENDATIONS:**

For compliance of the required documents.

Evaluated By: \_\_\_\_\_

Education Program Supervisor

Date: June 22, 2026

Reviewed by: \_\_\_\_\_

Chief, QAD

Date: \_\_\_\_\_



Address: Government Center, Candahug, Palo, Leyte

Telephone No.: (053) 832-5738

Email Address: region8@deped.gov.ph

Website: region8.deped.gov.ph

Doc. Ref. Code	RO-QAD-F026	Rev	00
Effectivity	07.18.25	Page	1 of 1






Republic of the Philippines  
Department of Education  
REGION VIII  
SCHOOLS DIVISION OF LEYTE

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**1st Endorsement**  
May 15, 2025

Respectfully forwarded to **DR. EVELYN R. FETALVERO**, CESO III, Regional Director, Department of Education Regional Office No. VIII, Government Center, Candahug, Palo, Leyte, the herein application documents for the *approval of School Fees* of **MORNINGSIDE SCHOOL, INC.**, Burauen, Leyte for the School Year 2025-2026.

  
**MARIZA S. MAGAN, EdD, CESO V**  
Schools Division Superintendent

SGOD-SM,M&E-LYBG

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**DepED**  
**MATATAG**  
By 



Address: Government Center, Candahug, Palo, Leyte  
Telephone No.: (053) 888-3527  
Email Address: [leyte.ro8@deped.gov.ph](mailto:leyte.ro8@deped.gov.ph)  
Website: <https://depedleytedivision.com>

Page 1 of 1

# AFFIDAVIT OF JUSTIFICATION

(For the Proposed Increase in Other School Fees of Morningside School, Inc.)

I, REGINA MAE S. REDUBLA, of legal age, Filipino, with office address at Burauen, Leyte, after having been duly sworn in accordance with law, hereby depose and state that:

1. I am the School Director of Morningside School, Inc., a private educational institution duly organized and existing under the laws of the Republic of the Philippines, with address at Burauen, Leyte;
2. In the exercise of sound fiscal management and in pursuit of the school's mission to provide quality and holistic education, Morningside School, Inc. has conducted a thorough evaluation of its operational finances, physical resources, and personnel needs;
3. Based on the said evaluation, the school management has resolved to implement a reasonable increase in the entrance fee (classified under "Other School Fees") from ₱9,000.00 to ₱15,000.00, effective School Year 2025-2026, which begins on June 9, 2025;
4. For reference, the current fee structure for School Year 2024-2025 is broken down as follows:

<i>Expense Classification</i>	<i>Percentage</i>	<i>Amount (PHP)</i>
<i>Salaries and Wages</i>	<i>70%</i>	<i>₱6,300.00</i>
<i>Improvements/Repairs and Maintenance</i>	<i>20%</i>	<i>₱1,800.00</i>
<i>Miscellaneous</i>	<i>10%</i>	<i>₱900.00</i>
<i>TOTAL</i>	<i>100%</i>	<i>₱9,000.00</i>

5. The proposed increase is necessitated by the following operational and educational imperatives:
  - a. **Facility Upgrades** – The school aims to further modernize its physical infrastructure, including the renovation of classrooms, enhancement of recreational spaces, and acquisition of updated educational equipment, all in compliance with DepEd learning standards and safety protocols;
  - b. **Staff Development and Retention** – The school endeavors to promote continuing professional education, provide adequate training for teachers and personnel, and implement competitive compensation adjustments to retain high-performing staff amidst inflationary pressures and talent migration;
  - c. **Utilities and Maintenance** – The school is constrained by the increasing costs of electricity, water, sanitation, and general maintenance, all necessary to maintain a safe, clean, and conducive learning environment;
6. The increase, while substantial, is a necessary measure to sustain the quality of education and services expected by our learners and

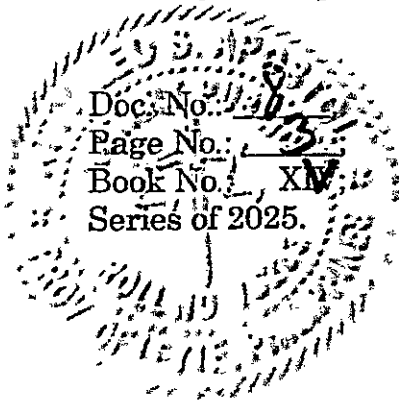
accessibility and will continue offering flexible installment payment schemes to families in need;

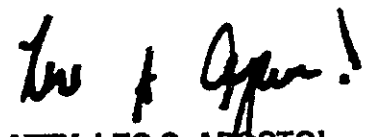
7. This affidavit is being executed to attest to the good faith, factual basis, and necessity of the proposed entrance fee adjustment, and in compliance with the rules and regulations of the Department of Education, as a prerequisite for the approval of said increase.

IN WITNESS WHEREOF, I have hereunto affixed my signature this 15<sup>th</sup> day of May 2025 in Burauen, Leyte, Philippines.

  
**REGINA MAE S. REDUBLA**  
Affiant

SUBSCRIBED AND SWORN to before me this 15<sup>th</sup> day of May 2025 in Burauen, Leyte, Philippines, affiant exhibiting to me her LTO DL with No. H02-89-023359 bearing her signature and picture as competent proof of her identity as required by the Revised Notarial Law.



  
**ATTY. LEO S. APOSTOL**  
NOTARY PUBLIC  
NC-2023-12-050 until December 31, 2025  
870 San Jose St., Burauen, Leyte, Philippines  
PTR No. 0202394/ 12-16-2024/ Burauen, Leyte  
IBP No. 483492/12-15-2024/ Leyte Chapter  
Roll No. 76283; TIN: 176-301-638  
MCLE Exemption No. VIII-BEP002312 until April 2028

**Greetings from Morningside School, Inc.**

We respectfully submit this letter to formally request your good office's approval of a proposed adjustment in our entrance fee, classified under "Other School Fees," effective School Year 2025-2026 which shall commence on June 9, 2025.

Morningside School, Inc. has remained steadfast in its mission to provide a nurturing and high quality academic environment that supports the holistic development of our learners. However, following a recent comprehensive financial review and taking into consideration the rising cost of operations, we have determined that an increase in the entrance fee is necessary to uphold the standards of education and services we are committed to deliver.

Currently, for School Year 2024-2025, the Other School Fees is P9,000.00, which is allocated as follows:

Expense Item	Percentage Allocation	Amount(PHP)
Salaries and Wages	70%	P6,300.00
Improvement, Repairs & Maintenance	20%	P1,800.00
Miscellaneous	10%	P 900.00
<b>TOTAL</b>		<b>P9,000.00</b>

After due deliberation and consultation, we propose to revise the Other School Fees to **P15,000.00** for School Year 2025-2026. The necessity of this increase is brought about by the following prevailing and projected circumstances:

1. **Facility Upgrades** – Continued improvement and modernization of instructional spaces, recreational facilities, and safety infrastructure in line with evolving pedagogical and safety standards;
2. **Staff Development and Retention** – Enhanced capacity-building programs for faculty and staff, and adjustments in compensation packages to ensure competitive employment terms and sustain personnel morale and quality;
3. **Utilities and Maintenance** – Significantly rising costs of electricity, water, waste management, sanitation, and physical upkeep of the campus premises.


We underscore that this proposed adjustment was not arrived at lightly, and our school continues to maintain sensitivity to the financial burden this may place on some families. Accordingly, we shall continue to provide flexible payment schemes and strengthen stakeholder engagement through proper consultations and advisories.

Attached to this letter is a duly notarized **Affidavit of Justification** executed by the undersigned, setting forth the factual and financial basis of the proposed increase, in compliance with applicable regulatory requirements.

We trust that our application shall merit your favorable evaluation.

Thank you very much for your continuing support and guidance.

Very respectfully yours,

  
**REGINA MAE S. REDUBLA**  
 School Director  
 Morningside School, Inc.



# MORNINGSIDE SCHOOL

255 San Agustin St., 6516 Buraan, Leyte  
email: morningside1993@gmail.com  
School ID 404665

May 26, 2025

**Dr. EVELYN R. FETALVERO, CESO III**  
**THE REGIONAL DIRECTOR**

Department of Education – Regional Office VIII  
Palo, Leyte

**Re: Request for Approval of Adjustment in Other School Fees (Tuition Fee)**  
**for SY 2025–2026**

Dear Regional Director,

Greetings from Morningside School, Inc.!

We respectfully submit this formal request for your good office's approval of our proposed adjustment in the **Tuition Fee**, to be implemented beginning **School Year 2025–2026**, which shall commence on **June 9, 2025**.

Morningside School, Inc. remains unwavering in its commitment to deliver a nurturing and high-quality academic environment conducive to the holistic growth of our learners. However, following a comprehensive financial review and in light of steadily increasing operational costs, the administration has determined that a revision of the entrance fee is both necessary and justified to maintain the standards of education and services we offer.

## I. EXISTING AND PROPOSED SCHOOL FEES

- **Total School Fee for SY 2024-2025: ₱9,000.00**
  - Salaries and Wages: ₱6,300.00 (70%)
  - Improvements/Repairs and Maintenance: ₱1,800.00 (20%)
  - Miscellaneous: ₱900.00 (10%)

**The proposed revised tuition fee for SY 2025–2026, as follows:**

Grade/Level	Tuition Fee	Miscellaneous Fee	Other Fees	Total
Kindergarten	P19,000.00	P1,000.00	P7,000.00	P27,000.00
Grade 1	18,000.00	1,000.00	7,000.00	26,000.00
Grade 2	18,500.00	1,000.00	7,000.00	26,500.00
Grade 3	19,000.00	1,000.00	7,000.00	27,000.00
Grade 4	19,500.00	1,000.00	7,000.00	27,500.00
Grade 5	20,000.00	1,000.00	7,000.00	28,000.00



# MORNINGSIDE SCHOOL

255 San Agustin St., 6516 Burauen, Leyte  
 email: morningside1993@gmail.com  
 School ID 404665

Grade 6	20,500.00	1,000.00	7,000.00	28,500.00
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## Breakdown of Other/Miscellaneous Fees of Morningside School, Inc., Burauen, Leyte, Philippines effective SY 2025-2026

Schedule of Fees	Kindergarten to Grade 6
<b>Other Fees</b> <i>per year</i>	<b>P7,000.00</b>
Matriculation/Registration Fee	P1,000.00
Water Bill	200.00
Electric Bill	1,000.00
School ID	150.00
Internet	200.00
Monthly Celebration/culmination Activity	400.00
School Supplies	300.00
Test Paper	200.00
Athletics	200.00
School Maintenance	1,350.00
Security Guard	700.00
Janitorial	500.00
Medical/Dental	300.00
Student Development	500.00
<b>Miscellaneous Fees</b> <i>per year</i>	<b>P1,000.00</b>
Library (a year)	250.00
Laboratory (Science Lab) Fee (a year)	300.00
Computer Laboratory	450.00

## II. RATIONALE FOR THE PROPOSED INCREASE

The following factors contributed to the need for this adjustment:

1. **Facility Upgrades** – Continuous improvement and modernization of classrooms, laboratories, and recreational areas aligned with evolving pedagogical and safety standards;



# MORNINGSIDE SCHOOL

255 San Agustin St., 6516 Boracay, Leyte  
email: morningside1993@gmail.com  
School ID 404665

2. **Staff Development and Retention** – Providing competitive salary packages and professional growth programs to maintain a pool of qualified and committed educators;
3. **Utilities and Maintenance** – Increased costs of electricity, water, waste management, sanitation, and general upkeep of facilities, necessary for a secure and functional learning environment;
4. **Institutional Sustainability** – Ensuring the school's capacity to meet its short- and long-term financial obligations without compromising service quality.


We acknowledge the potential impact of this adjustment on our learners and their families. In this regard, Morningside School, Inc. remains committed to offering **flexible payment options** and engaging with parents through proper consultation and transparent advisories.

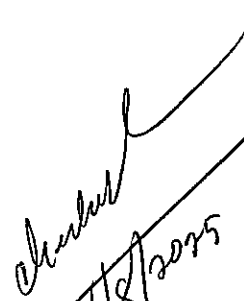
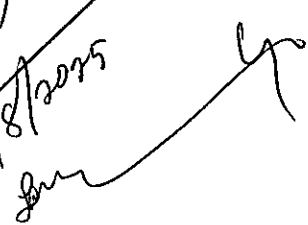
Attached herewith is a notarized **Affidavit**, duly executed by the undersigned, attesting to the factual and financial basis of the proposed fee increase, in compliance with applicable regulatory requirements.

We earnestly request the favorable consideration of this application. Should your office require further documentation or clarification, we are ready and willing to comply or appear in person.

Thank you for your continued support and trust.

Respectfully yours,

  
**REGINA MAE S. REDUBLA**  
School Director  
Morningside School, Inc.

  
8/8/2015  


Republic of the Philippines )  
Burauen, Leyte ) S.S.

## **AFFIDAVIT**

*(Affirming Conduct of Consultative Meeting and Justification for the Increase of School Fees)*

I, **REGINA MAE S. REDUBLA**, of legal age, Filipino, and a resident of Burauen, Leyte, after having been duly sworn to in accordance with law, hereby depose and state that:

1. I am the **School Director of MORNINGSIDE SCHOOL, INC.**, a private basic education institution duly organized and existing under the laws of the Republic of the Philippines, and located in Burauen, Leyte;
2. In my capacity as School Head, I am fully authorized and competent to make this sworn statement relative to the proposed **adjustment in tuition and other school fees for School Year 2025–2026**;
3. In compliance with the requirements of the Department of Education, particularly **DepEd Order No. 88, s. 2010**, a **consultative meeting with the parents of our enrolled learners** was conducted on February 5, 2025, held at the school's Multipurpose Hall, wherein the **proposed adjustments in school fees were presented, discussed, and duly explained** to the attending parents and guardians;
4. During said meeting, the financial status of the school was discussed, including the impact of increasing operational and maintenance costs, the need for continued improvement of school facilities, and the enhancement of staff compensation and training;
5. The reasons for the proposed adjustment of tuition and other fees are as follows:
  - a. **Facility Improvements** – To finance the continuous enhancement and modernization of classrooms, laboratories, and recreational areas in line with updated educational and safety standards;
  - b. **Staff Development and Retention** – To offer more competitive compensation and facilitate the professional development of teaching and non-teaching personnel;
  - c. **Increase in Operational Costs** – To meet the rising expenses for utilities, sanitation, janitorial services, internet access, and overall maintenance of a conducive learning environment;
  - d. **Sustainability of Educational Services** – To preserve the school's financial capacity to deliver quality instruction and student support services without compromising its core mission;
6. The proposed schedule of tuition and other school fees for SY 2025–2026 is as follows:

<b>Grade/Level</b>	<b>Tuition Fee</b>	<b>Miscellaneous Fee</b>	<b>Other Fees</b>	<b>Total</b>
Kindergarten	₱19,000.00	₱1,000.00	₱7,000.00	₱27,000.00
Grade 1	₱18,000.00	₱1,000.00	₱7,000.00	₱26,000.00
Grade 2	₱18,500.00	₱1,000.00	₱7,000.00	₱26,500.00
Grade 3	₱19,000.00	₱1,000.00	₱7,000.00	₱27,000.00
Grade 4	₱19,500.00	₱1,000.00	₱7,000.00	₱27,500.00
Grade 5	₱20,000.00	₱1,000.00	₱7,000.00	₱28,000.00
Grade 6	₱20,500.00	₱1,000.00	₱7,000.00	₱28,500.00

8. The school is likewise committed to providing **flexible payment terms** to assist parents in meeting their financial obligations, and such arrangements will be communicated in advance of enrollment;
9. This Affidavit is executed in support of Morningside School, Inc.'s application for **approval of the proposed fee adjustment** by the **Department of Education – Regional Office VIII**, and to affirm the conduct of a **valid and meaningful consultation with stakeholders**, in accordance with existing education laws and regulations.


IN WITNESS WHEREOF, I have hereunto affixed my signature this 7<sup>th</sup> day of August 2025 in Burauen, Leyte, Philippines.

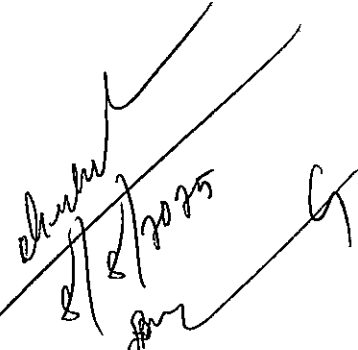
  
**REGINA MAE S. REDUBLA**  
*Affiant*

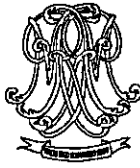
SUBSCRIBED AND SWORN to before me this 7<sup>th</sup> day of August 2025 in Burauen, Leyte, Philippines, affiant exhibiting to me her **LTO DL with No. H02-89-023359** bearing her signature and picture as competent proof of her identity as required by the Revised Notarial Law.

Doc. No.: 522  
 Page No.: 106  
 Book No.: XVI  
 Series of 2025.



  
**ATTY. LEOS. APOSTOL**  
 NOTARY PUBLIC  
 NC-2023-12-050 until December 31, 2025  
 870 San Jose St., Burauen, Leyte, Philippines  
 PTR No. 0202394/ 12-16-2024/ Burauen, Leyte  
 IBP No. 483492/12-15-2024/ Leyte Chapter  
 Roll No. 76283; TIN: 176-301-638  
 MCLE Exemption No. VIII-BEP002312 until April 2028

  
 8/8/2025



# MORNINGSIDE SCHOOL

255 San Agustin St., 6516 ~~Burauen~~ Lette  
 email: morningside1993@gmail.com  
 School ID 404665

## Schedule and Breakdown of School Fees

Grade/Level	Tuition Fee	Miscellaneous Fee	Other Fees	Total
Kindergarten	P19,000.00	P1,000.00	P7,000.00	P27,000.00
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Grade 4	19,500.00	1,000.00	7,000.00	27,500.00
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Grade 6	20,500.00	1,000.00	7,000.00	28,500.00

Schedule of Fees	Kindergarten to Grade 6
<b>Other Fees</b>	<b>P7,000.00</b>
Matriculation/Registration Fee	P1,000.00
Water Bill	200.00
Electric Bill	1,000.00
School ID	150.00
Internet	200.00
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School Supplies	300.00
Test Paper	200.00
Athletics	200.00
School Maintenance	1,350.00
Security Guard	700.00
Janitorial	500.00
Medical/Dental	300.00
Student Development	500.00
<b>Miscellaneous Fees</b>	<b>P1,000.00</b>
Library (a year)	250.00
Laboratory (Science Lab) Fee (a year)	300.00
Computer Laboratory	450.00



# MORNINGSIDE SCHOOL

255 San Agustin St., 6516 Bureau, Lette  
email: morningside1993@gmail.com  
School ID 404665

## MINUTES OF THE CONSULTATIVE MEETING WITH PARENTS REGARDING PROPOSED ADJUSTMENT OF SCHOOL FEES FOR SCHOOL YEAR 2025–2026

**Date:** February 5, 2025

**Time:** 4:00 P.M.

**Venue:** Morningside School, Inc. Multipurpose Hall

**Presiding Officer:**

REGINA MAE S. REDUBLA

School Director

**Participants:**

- Registered Parents/Guardians of Enrolled Pupils of Morningside School, Inc.
- School Administrative Staff

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**AGENDA:**

To present and consult with the parents/guardians regarding the proposed increase in **tuition fee** for School Year 2025–2026.

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**PROCEEDINGS:**

**1. Call to Order**

The meeting was called to order at 4:10 p.m. by the School Director, Ms. Regina Mae S. Redubla.

**2. Statement of Purpose**

The School Director welcomed all attendees and stated the purpose of the meeting, which is to present the financial justification for the proposed increase in entrance fees and to secure feedback from the parent body.

**3. Presentation of Existing and Proposed School Fees**

Ms. Redubla presented the current schedule of fees for SY 2024–2025, broken down as follows:

**Total Entrance Fee: ₱9,000.00**

Salaries and Wages: ₱6,300.00 (70%)

▪ Improvements/Repairs and Maintenance: ₱1,800.00 (20%)

▪ Miscellaneous: ₱900.00 (10%)

She then presented the proposed revised tuition fee for SY 2025–2026, as follows:

Grade/Level	Tuition Fee	Miscellaneous Fee	Other Fees	Total
Kindergarten	P19,000.00	P1,000.00	P7,000.00	P27,000.00
Grade 1	18,000.00	1,000.00	7,000.00	26,000.00



# MORNINGSIDE SCHOOL

255 San Agustin St., 6516 Burauen, Leyte  
 email: morningside1993@gmail.com  
 School ID 404665

Grade 2	18,500.00	1,000.00	7,000.00	26,500.00
Grade 3	19,000.00	1,000.00	7,000.00	27,000.00
Grade 4	19,500.00	1,000.00	7,000.00	27,500.00
Grade 5	20,000.00	1,000.00	7,000.00	28,000.00
Grade 6	20,500.00	1,000.00	7,000.00	28,500.00

Breakdown of Approved Other/Miscellaneous Fees of Morningside School, Inc., Burauen, Leyte, Philippines effective SY 2025-2026

Schedule of Fees	Kindergarten to Grade 6
<b>Other Fees</b>	<b>P7,000.00</b>
Matriculation/Registration Fee	P1,000.00
Water Bill	200.00
Electric Bill	1,000.00
School ID	150.00
Internet	200.00
Monthly Celebration/culmination Activity	400.00
School Supplies	300.00
Test Paper	200.00
Athletics	200.00
School Maintenance	1,350.00
Security Guard	700.00
Janitorial	500.00
Medical/Dental	300.00
Student Development	500.00
<b>Miscellaneous Fees</b>	<b>P1,000.00</b>
Library (a year)	250.00
Laboratory (Science Lab) Fee (a year)	300.00
Computer Laboratory	450.00

#### 4. Explanation and Justification

Ms. Redubla explained that the proposed adjustment was driven by rising operational costs, specifically:

- o Enhancement of classroom facilities and learning environment;



# MORNINGSIDE SCHOOL

255 San Agustin St., 6516 Burauen, Leyte  
email: morningside1993@gmail.com  
School ID 404665

- o Continuous professional development and retention of qualified teaching staff;
- o Rising costs of utilities and campus maintenance;
- o Additional expenditures on ICT support and learning resource licenses.

## 5. Open Forum

The floor was opened for comments, questions, and suggestions. Some parents raised inquiries regarding the timing of the increase and requested assurance of improved services. The School Director responded that improvements will be implemented immediately in the upcoming school year.


## 6. Approval of Proposed Increase

A manifest show of hands was conducted, with written confirmations submitted after the meeting. Out of the total number of 124 registered parents, 103 signified, equivalent to more than **three-fourths (¾)** of the body, affirmed and gave their written conformity to the proposed increase in school fees for SY 2025–2026.

### ADJOURNMENT:

There being no other matters to discuss, the meeting was adjourned at 5:00 P.M.

### Prepared by:

  
**Lourdes Bernadas Pedere**  
School Secretary

*Handwritten notes:*  
8/8/2025  
[Signature]

### Attested by:

  
**REGINA MAE S. REDUBLA**  
Affiant / School Director

**SUBSCRIBED AND SWORN** to before me this 7<sup>th</sup> day of August 2025 in Burauen, Leyte, Philippines, affiant exhibiting to me her **LTO DL with No. H02-89-023359** bearing her signature and picture as competent proof of her identity as required by the Revised Notarial Law.

Doc No.: 521  
Page No.: 106  
Book No.: XVI  
Series of 2025.





**ATTY. LEO S. APOSTOL**  
NOTARY PUBLIC  
NC-2023-12-050 until December 31, 2025  
870 San Jose St., Burauen, Leyte, Philippines  
PTR No. 0202394/ 12-16-2024/ Burauen, Leyte  
IBP No. 483492/12-15-2024/ Leyte Chapter  
Roll No. 76283; TIN: 176-301-638  
MCLE Exemption No. VIII-BEP002312 until April 2028



MORNINGSIDE SCHOOL, INC  
 255 San Agustin St., Burauen, Leyte  
 Email: morningside1993@gmail.com  
 09171604040

LIST OF PARENTS WHO SIGNIFIED APPROVAL OF THE TUITION FEE INCREASE

NAME	SIGNATURE	DATE
Ms. Haydee Abrera	<i>[Signature]</i>	2-4-2025
Ms. Gerli Therese Abrillo		
Ms. Liezel Aguirre		
Ms. Kathleen Setosta-Albesa	<i>[Signature]</i>	2-5-2026
Ms. Gennyca M. Alcober	<i>[Signature]</i>	2-5-25
Mr & Mrs. Rommel Alde	<i>[Signature]</i>	02/05/25
Ms. Win G. Alindogan	<i>[Signature]</i>	2-5-25
Mr. Perry Dale Almodal		
Ms. Monaliza Alpino	<i>[Signature]</i>	02/07/2025
Ms. Rosalie A. Aniano	<i>[Signature]</i>	02/05/2025
Ms. Ivy Andrade	<i>[Signature]</i>	2-5-25
Mr. & Mrs. Virgilio Avila		
Mr. Sernan Alvarez	<i>[Signature]</i>	2-5-25
Ms. Athena C. Andrade	<i>[Signature]</i>	2/05/2025
Mr. & Mrs. Victor Arias	<i>[Signature]</i>	02/03/25
Mr. & Mrs. Larry Arcon	<i>[Signature]</i>	2/05/2025
Mr. & Mrs. Kemuel Astorga	<i>[Signature]</i>	2-4-25
Mr. & Mrs. Anecito Bayona	<i>[Signature]</i>	2/05/2025
Mr. & Mrs. John Liovel Babelonia	<i>[Signature]</i>	2/06/25
Ms. Cheryl A. Bagaindoc		
Mr. & Mrs. Angelo Balame	<i>[Signature]</i>	02/05/2025
Ms. Blanzly Grace Baliña	<i>[Signature]</i>	2-5-25
Mr. & Mrs. Joemar Banayat	<i>[Signature]</i>	2/05/2025
Mr. & Mrs. Benjamin Barbosa Jr.	<i>[Signature]</i>	2/7/25
Mr. & Mrs. Norman Jay Baysa	<i>[Signature]</i>	2/05/25
Mr. & Mrs. Ritchie Grefiel Bohol		
Mr. & Mrs. Clark Cabrera	<i>[Signature]</i>	2/05/2025
Mr. Andres Rey Cagara	<i>[Signature]</i>	02/05/2025
Mr. & Mrs. Joseph Caharop	<i>[Signature]</i>	2/05/2025
Ms. Helma B. Cajandoc	<i>[Signature]</i>	2/05/2025
Mr. & Mrs. Reynell Cañedo	<i>[Signature]</i>	2/5/25
Ms. April Hannah Fate Cala	<i>[Signature]</i>	2/6/25
Mr. & Mrs. Paul Anthony Cano	<i>[Signature]</i>	2/4/25
Mr. & Mrs. Clyde Lorenz Catulong	<i>[Signature]</i>	2/5/25
Mr. & Mrs. Ulysis Conde	<i>[Signature]</i>	2/5/25
Mr. & Mrs. Rene Copino	<i>[Signature]</i>	2/5/25
Ms. Esmeralda C. Culaban	<i>[Signature]</i>	2/5/25
Mr. & Mrs. Cristopher Cumpio	<i>[Signature]</i>	2/6/2025
Mr. & Mrs. Darwin Cumpio	<i>[Signature]</i>	2/5/25



MORNINGSIDE SCHOOL, INC  
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 Email: morningside1993@gmail.com  
 09171604040

LIST OF PARENTS WHO SIGNIFIED APPROVAL OF THE TUITION FEE INCREASE

NAME	SIGNATURE	DATE
Mr. & Mrs. Alfredo Dagatan		
Mr. & Mrs. Dennis De Cadiz		2-5-2025
Mr. & Mrs. Ronald Decena		
Mr. & Mrs. Ariel Del Pilar		2-5-2025
Mr. & Mrs. Arvin Delusa	Arvin Delusa	2-5-2025
Mr. & Mrs. Maria Bella Diola		2-5-2025
Ms. Regina Diola		2-5-2025
Mr. & Mrs. Mark Jan Dumduma		2-6-25
Mr. & Mrs. Dale Jan Enfermo		2-5-25
Ms. Ana Darquez Encarnacion		2-5-25
Ms. Riza R. Encinas		2-6-25
Ms. Maribeth Gernali		2-6-2025
Mr. & Mrs. Michael Gernales		02-5-2025
Ms. Charity Joy Bardalo-Gerona		2-6-25
Mr. & Mrs. Ed Gabriel Guimba		2-5-25
Mr. & Mrs. Eduardo Indic		
Mr. & Mrs. Ian Jake Inocencion		2-5-25
Mr. & Mrs. Jonathan M. Kempis		2-5-25
Mr. & Mrs. Ritchell D. Labanta		2-5-25
Mr. & Mrs. Chito Jaime Lagrimas		2-6-2025
Mr. & Mrs. Eric Lamac		
Mr. & Mrs. Tyron John Legata		2-7-2025
Ms. Sandy Ivy Rose V. Libanan		2-6-25
Mr. & Mrs. Bernibant Llarenas		2-5-25
Mr. & Mrs. Nelson G. Lomtong		2-5-25
Mr. & Mrs. Rodney Magsambol		02-09-25
Mr. & Mrs. Alvin Maldos		2-5-25
Mr. & Mrs. Genesis Maluto		2-5-25
Mr. & Mrs. Jaime Martinez		2-6-25
Mr. & Mrs. Oliver Mazo		2-5-2025
Ms. Josene Luzcille Medilo		2/5/25
Ms. Maricel Meniano		
Mr. & Mrs. Ivan Mark Molero		2-5-2025
Mr. & Mrs. Johnny Ofiasa		2-10-25
Ms. Shayne Ontimare		2-5-25
Ms. Alessandra Ordovez		2-5-25
Ms. Darren T. Palanca		2-5-25



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Email: morningside1993@gmail.com  
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LIST OF PARENTS WHO SIGNIFIED APPROVAL OF THE TUITION FEE INCREASE

NAME	SIGNATURE	DATE
Mr. & Mrs. Nelson Palanca	<i>N.P.</i>	2-5-2025
Mr. & Mrs. Joseph Marl Parilla		
Mr. & Mrs. Joseph Pastor	<i>J.P.</i>	2/5/25
Mr. & Mrs. Ramon Luigi Paton-og	<i>R.L.P.</i>	2-5-25
Mr. & Mrs. Joeban Paza		
Ms. Leah Mae M. Pedere	<i>L.M.P.</i>	2-5-25
Mr. & Mrs. Keith Peralta		
Mr. Anacrito III J. Pica	<i>A.J.P.</i>	2-5-25
Mr. & Mrs. Michael Jun Ponciano	<i>M.J.P.</i>	
Ms. Mary Lou M. Pores	<i>M.L.P.</i>	2-6-25
Mr. & Mrs. Jerwin Portillo	<i>J.P.</i>	2-3-25
Mr. Resurrecion Prejula Jr.	<i>R.P.</i>	2-5-25
Ms. Joy Alle Raga		
Mr. & Mrs. Jerry Raga		
Ms. Dura Joy Ramos	<i>D.J.R.</i>	2-5-25
Ms. Randilyn Rayga		
Mr. John Mark Rebucas	<i>J.M.R.</i>	02-05-2025
Mr. & Mrs. Raymart Redubla	<i>R.R.</i>	2-5-25
Ms. Jessa Regodo		
Ms. Ma. Myrna V. Relampagos	<i>M.V.R.</i>	2-6-25
Mr. & Mrs. Joey Relano	<i>Q.V.Labanta</i>	2-6-25
Mr. & Mrs. Paciano Remalante	<i>P.R.</i>	2-6-25
Mr. & Mrs. Sidney Eric Reyes	<i>S.E.R.</i>	2-5-25
Mr. & Mrs. Ariel Salarda	<i>A.S.</i>	2-5-25
Mr. & Mrs. Fabian Flloyd Salvatierra	<i>F.F.S.</i>	2-5-25
Mr. & Mrs. Quincy Jay Sintasas	<i>Q.J.S.</i>	2-5-25
Mr. & Mrs. Bienvenido Sotero		
Mr. & Mrs. Raul R. Rosario	<i>R.R.R.</i>	2/5/2025
Mr. & Mrs. Maximo Setosta	<i>M.S.</i>	2/5/25
Mr. & Mrs. Reden Sicad	<i>R.S.</i>	2/11/25
Mr. & Mrs. Edison Kier Suarez	<i>E.K.S.</i>	2-5-25
Mr. & Mrs. Rocky Ritz Sudario		
Mr. & Mrs. Rudy Superable	<i>R.S.</i>	2/5/2025
Mr. Romeo Talavera		



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**LIST OF PARENTS WHO SIGNIFIED APPROVAL OF THE TUITION FEE INCREASE**

NAME	SIGNATURE	DATE
Mr. & Mrs. Romeo Tan Jr.		2-5-25
Mr. & Mrs. Jan Redick Tan		2-5-25
Mr. & Mrs. Dennis Torres		2-8-25
Mr. & Mrs. Raymond Tualla		2-5-25
Mr. & Mrs. Ronald Tuang		2-5-25
Mr. & Mrs. Glenn Vincent Villareal		
Ms. Iris P. Villero	IRIS P. VILLERO	2-5-25
Mr. & Mrs. Flonel Ygafia		2/5/25
Mr. & Mrs. Joan Yparraguirre		2/5/25
Ms. Miriam Yu		2/5/25

Mr. & Mrs. Rommel Peñaflor  
 Mr. Romeo Talarena  
 Ms. Wennie Samu Torrens  
 Mr. Jan Robert C Pel Pilar  
 Ms. Mercy P. Macantian  
 Ms. Leslie P. Portillo  
 Ms. Kristine P. Casinto

2/5/25  
 2/5-25  
 2/5/25  
 2/5/25  
 2/06/25  
 2/06/25



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

**CHECKLIST OF REQUIREMENTS FOR THE APPLICATION TO  
 APPROVE AND COLLECT SCHOOL FEES**

Division: Leyte  
 Name of School: Morningside  
 School ID : \_\_\_\_\_  
 Complete Address of School: \_\_\_\_\_  
 Contact Number: \_\_\_\_\_ email Add: \_\_\_\_\_  
 School Year: \_\_\_\_\_

No.	Description of Document/Requirement	Remarks (Complied/Not Complied-NC) Reason/s if NC
1. <input type="checkbox"/>	Letter Request signed by the School Head/ School Director	
2. <input type="checkbox"/>	Sworn Affidavit by the School Head affirming that there was a consultative meeting conducted with the parents and stating the reason/s for the approval of the proposed school fees.	
3. <input type="checkbox"/>	Schedule and breakdown of School Fees ( Tuition, Miscellaneous Fees and Other School Fees)	
4. <input type="checkbox"/>	Notarized minutes of the meeting for the with a manifestation statement that the request for approval of tuition, miscellaneous, and other school fees was confirmed by at least ¾ of the registered parents of the school.	

**NOTE: One time consideration only for those schools who claimed to have no file of approved school fees.**

**EVALUATION:**

- Complied with all the requirements.  
 Not complied with all the requirements.

**SUMMARY OF FINDINGS:**

**RECOMMENDATIONS:**

Evaluated By: \_\_\_\_\_  
 Education Program Supervisor  
 Date: \_\_\_\_\_  
 Reviewed by : \_\_\_\_\_  
 Chief, QAD  
 Date: \_\_\_\_\_



Address: Government Center, Candahug, Palo, Leyte  
 Telephone No.: (053) 832-5738  
 Email Address: region8@deped.gov.ph  
 Website: region8.deped.gov.ph

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