



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

July 6, 2026

REGIONAL MEMORANDUM

QAD-2026- **842**

**TEMPORARY CLOSURE OF ACEDILLA TECHNOLOGICAL INSTITUTE, INC.,
BAYBAY CITY DIVISION, BAYBAY CITY, LEYTE,
WITH SCHOOL ID NO. 405744**

To: Schools Division Superintendent
All Others Concerned

Baybay City Division

1. The Department of Education, Regional Office No. VIII through the Quality Assurance Division (QAD) announces the **TEMPORARY CLOSURE OF ACEDILLA TECHNOLOGICAL INSTITUTE, INC.**, Baybay City Division, Region VIII with **School ID No. 405744** effective SY 2025-2026.
2. The closure of the said school is through the recommendation of the Schools Division of Baybay City Division on the reasons that the school has no enrolment school year 2025 to present, no teachers hired, the school building requiring necessary repairs, and having financial difficulties for the school's operational expenses.
3. The Schools Division Superintendent is hereby empowered to facilitate the safekeeping and repository/archive of all the pertinent documents following the guidelines stated in DepEd Order No. 88, s. 2010, Section 154, Custody of Student Records.
4. Immediate dissemination of and strict compliance with this Memorandum are desired.


SALUSTIANO G. JIMENEZ, JD, EdD, CESO III
Regional Director

QAD-MDC





Republic of the Philippines
Department of Education
REGION VIII
SCHOOLS DIVISION OF BAYBAY CITY

June 5, 2026

FINDINGS DURING THE MONITORING

On June 4, 2026, at 3:00 p.m., the Division Private Schools Focals conducted monitoring of private schools in accordance with Division Memo No. 380, s. 2026, *Re: Final Schedule of the Basic Education Information System (BEIS) Data and Forms/School Profile Validation Workshop*. This directive emphasizes the requirement for schools to properly update their BEIS profiles. During the validation, it was noted that three private schools — We Play We Learn Learning Basket, Palermo Hotel Institute Tourism and Hospitality (PHITH), and Acedilla Technological Institute (ATI) — were unable to close their BEIS, underscoring the urgency of compliance. The monitoring also assessed readiness for operation in the current school year, and ATI was found to have no enrollees and no teachers hired, clearly indicating that the institution was not prepared to resume classes. The school administrator requested technical assistance (TA) specifically for the checklist required to reopen the school.

Based on the evaluation and compliance with educational standards, The TA provided outlined the following conditions: the school must secure at least 35 to 40 enrollees to sustain its financial viability; a complete set of licensed, full-time teachers must be hired to cover all subject areas; the school building requires necessary repairs; and close monitoring must continue, given that the school has failed to operate for two consecutive school years. These requirements serve as the basis for recommending school closure until compliance is achieved, ensuring that the institution can provide quality education and maintain operational stability.

ROSALINDA P. PAEL
Monitor SEPS SMME

MA. LIWAYWAY N. LUMANTA EdD
Monitor EPS- SGOD



Republic of the Philippines
Department of Education
 REGION VIII
SCHOOLS DIVISION OF BAYBAY CITY

MONITORING TOOL FOR PRIVATE SCHOOLS
SY 2025-2026

Name of School: ATI School ID: Inc. = 405744 SH Date: 7/10/25 Time: 2:00 pm
 Name of School Head: KLENEE GRACE A. ACEDILLA District: B3

No	Activities	OBSERVABLE		Remarks/Comments
		Evident (If evident give particulars)	Not Evident	
1	Presence of SH/Admin/President	/		
2	Number of Employees Present	Teaching: M___ F___ Total___ Non-Teaching: M___ F___ Total___	Absent: M___ F___ Total___ Non-Teaching: M___ F___ Total___	Present: M___ F___ Total___ Non-Teaching: M___ F___ Total___ No. of Employees with LET M___ F___ T___
3	Employees wearing prescribed uniforms with IDs	Teaching: M___ F___ Total___ Non-Teaching: M___ F___ Total___		NO uniform
4	Employees working contract			No. of Years contract___
5	Presence of Government Permit/Recognition	/		
6	Government Permit Number	/		provisional permit #60, r. 2015 #210, r. 2017
7	Government Recognition Number		/	Nme
8	SEC No. <u>CN200727291</u>			
9	No. of years since the school applied/ has approved Tuition Fee increase document			% of increase granted since the last increased:___ None
10	School Grade level offered at present SY	Grade 11 & Grade 12		NL (Home Economics)
11	Clinic/Library		/	
12	Computer Laboratory		/	
13	Presence of Flag with Flag Pole			
14	Presence of school ground for learners		/	
15	Adequate school tables and chairs	/		
16	Classroom has aircon/electric fans	/		
17	With Lesson Plan/DLL/class program			No. Teachers with class program <u>2</u> w/o___ No. of Teachers w/o class program___
19	Availability of MELC	/		No. Teachers with old curriculum___

				class program___ w/o___ No. of Teachers with MATATAG class program___ w/o___
20	DO subjects offering reference			
21	No. of rooms with classes			
22	ESC/SHSVP Recipient			Grade Level M F Total G7 _____ G8 _____ G9 _____ G10 _____ G11 <u>1</u> <u>0</u> <u>1</u> G12 _____
23	TSS Recipient			M_____ F_____ Total_____
24	JDVP Recipient			Grade Level M F Total G11 _____ G12 _____ Strand Offered:
25	Teachers trained in MATATAG Curriculum			No of teachers trained: M _____ F _____ T _____

		Enrolment by Grade	Present during Monitoring	Remarks/Other observations
12	• K	Male _____ Female _____ Total _____	Male _____ Female _____ Total _____	Presence of SNED: Give particulars on the types of SNED Male _____ Female _____
	• G1	Male _____ Female _____ Total _____	Male _____ Female _____ Total _____	Presence of SNED: Give particulars on the types of SNED Male _____ Female _____
	• G2	Male _____ Female _____ Total _____	Male _____ Female _____ Total _____	Presence of SNED: Give particulars on the types of SNED Male _____ Female _____
	• G3	Male _____ Female _____ Total _____	Male _____ Female _____ Total _____	Presence of SNED: Give particulars on the types of SNED Male _____ Female _____
	• G4	Male _____ Female _____ Total _____	Male _____ Female _____ Total _____	Presence of SNED: Give particulars on the types of SNED Male _____ Female _____
	• G5	Male _____ Female _____ Total _____	Male _____ Female _____ Total _____	Presence of SNED: Give particulars on the types of SNED Male _____ Female _____
	• G6	Male _____ Female _____ Total _____	Male _____ Female _____ Total _____	Presence of SNED: Give particulars on the types of SNED Male _____ Female _____
	• G7	Male _____ Female _____ Total _____	Male _____ Female _____ Total _____	Presence of SNED: Give particulars on the types of SNED Male _____ Female _____
	• G8	Male _____ Female _____ Total _____	Male _____ Female _____ Total _____	Presence of SNED: Give particulars on the types of SNED Male _____ Female _____
	• G9	Male _____ Female _____ Total _____	Male _____ Female _____ Total _____	Presence of SNED: Give particulars on the types of SNED Male _____ Female _____
	• G10	Male _____ Female _____ Total _____	Male _____ Female _____ Total _____	Presence of SNED: Give particulars on the types of SNED Male _____ Female _____
	• G11	Male <u>1</u> Female <u>0</u> Total <u>1</u>	Male <u>1</u> Female <u>0</u> Total <u>1</u>	Presence of SNED: Give particulars on the types of SNED Male _____ Female _____
	• G12	Male _____ Female _____ Total _____	Male _____ Female _____ Total _____	Presence of SNED: Give particulars on the types of SNED Male _____ Female _____

Other Observations:

The learner transferred out, since the enrollment is only 1. The learner was dropped-out during the ay since he also got a job. The school was temporarily close since there was no enrollment.

This serves as Certificate of Appearance for the monitoring personnel:

Monitor/s:


ROSALINDA P. PAEL
SEPS SMME


MA. LIWAYWAY N. LUMANTA PhD.
EPS-SGOD

Conform:


KUENEE GRACE A. ACEDILIA
School Head

Noted by:


RITCHEL MARIE B. VILLAMOR EdD
CES-SGOD



Republic of the Philippines
Department of Education
REGION VIII
SCHOOLS DIVISION OF BAYBAY CITY

Office of the Schools Division Superintendent

May 7, 2026

DIVISION MEMORANDUM

No. 380, s. 2026

**FINAL SCHEDULE OF THE BASIC EDUCATION INFORMATION SYSTEM (BEIS) DATA
AND FORMS/SCHOOL PROFILE VALIDATION WORKSHOP**

TO: All School Heads
All Others Concerned
This Division

1. This Office, through the Planning and Research Section (PRS) of this division hereby informs the field of the school profile table validation schedule which shall be held on **May 25-27, 2026, 8am-5pm** at the Baybay City Division Educational Center (BDEC).
2. It is reiterated that the participants of the validation-workshop are all school heads of both public and private schools and SUC offering basic education.
3. Participants are enjoined to bring the accomplished hard copy of their school profile, and their laptop containing the soft copy of the school profile to facilitate immediate corrections and uploading of validated school profiles in the Basic Education Information System (BEIS). This is to ensure that all schools can meet the system deadline set by the Planning Service of DepEd Central Office which is June 15, 2026.
4. Enclosed are the list of validators and the schedule of validation.
5. This memo shall serve as the **Travel Authority** of the identified SDO personnel involved in the activity.
6. Meals and snacks of the participants shall be charged against Division MOOE/Local Funds subject to the usual government accounting and auditing rules and regulations.
7. Immediate dissemination of, and compliance with this memorandum are desired.


MANUEL P. ALBAÑO PhD, CESO V
Schools Division Superintendent

Enclosures: As stated
Reference: DM 28, S. 2026
To be indicated in the Perpetual Index
Under the following subjects:

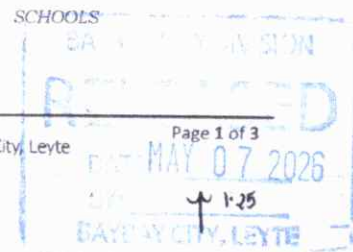
ICT

REPORTS

SCHOOLS



Address: Diversion Road, Barangay. Gaas, Baybay City, Leyte
Telephone #: (53) 563-7615
Email Address: baybay.city@depd.gov.ph



ENCLOSURE 1 of DM No. 380, s. 2026

BEIS VALIDATORS		
VALIDATORS/DIVISION FOCAL PERSONS	POSITION	DATA ELEMENTS/ASSIGNMENT
Jo-Ann C. Rapada	Chief-CID, DSO	Sports
Jose Aldrin F. Avellana	EPS Designate	SNED
Julius Cesar dela Cerna	AO IV- HRMO	Personnel
Richard Daño	PDO I	Youth Formation, Learners Rights Formation
Marck Anthony M. Suyom	EPS TVL	Technical Vocational Livelihood
Rene B. Andujar	ITO III	Information Technology
Randy Ramirez	ADAS III	MOOE
Engr. James Edward L. Gonzales	DedEd Project Engineer	Availability of Electrical Supply, School Site, Travel Details, Mode of Transportation
Dr. Lyric Arradaza	Medical Officer III	School Health and Nutrition
Dr. Irene Kissa Simbajon	Dentist II	
Jeanne T. Araneta	Nurse II	
Venie Jay Montalban	Nurse II	
Aiza R. Montalban	Nurse II	
Carlu Dacera	Nurse II	
Jireh Jan Gulayan	Nurse II	
Crisanto Escasinas	EPS II Designate- DRRM Coordinator	DRRM
Rosalinda P. Pael	SEPS M & E	Private Schools/SUC
Lynneth A. Bañoc	Planning Officer III- Designate	Validator
Carlet Gay G. Lingatong	SEPS Designate	Validator
Judith T. Baslan	JO	Staff

CLUSTER	NO. OF SCHOOLS	DATE & TIME
May 25, 2026		
Clusters 1 & 4	43	8:00am - 5:00pm
May 26, 2026		
Clusters 2 & 3	39	8:00am - 5:00pm
May 27, 2026		
Private Schools & SUCs	11	8:00am - 5:00pm