



Republic of the Philippines  
**Department of Education**  
REGION IV-A CALABARZON  
CITY SCHOOLS DIVISION OF DASMARIÑAS  
FRANCISCO E. BARZAGA INTEGRATED HIGH SCHOOL  
BRGY. SAN JOSE, CITY OF DASMARIÑAS, CAVITE

12 Aug 2026

**SCHOOL MEMORANDUM**

No. **233**, s. 2026

**NOTICE OF MEETING TO GRADE 12 TEACHERS**

To: Selected SHS Teaching Personnel  
Grade 12 Teachers

1. Authority is hereby granted to **Mr. Bryan Jay P. Ortazo**, Grade 12 Level Chairperson, to conduct a meeting on **August 14, 2026, Friday, from 11:30 A.M. - 12:30 P.M.**, at the **SHS Computer Laboratory**.
2. The following matters will be discussed:
  - a. Important Dates/Schedule of Activities
  - b. Status of Grade 12 Irregular Students
  - c. Term 1 Student's Progress/Grades of G12 Students
  - d. School Discipline and Homeroom Guidance Implementation
  - e. Other Matters
3. Attendees of the meeting are all Grade 12 Teachers
4. For your information and guidance.

  
**JEFFREY D. PENALES**  
School Principal I



Address: Lagmay Compound, Medina Ville, Brgy. San Jose, City of Dasmariñas, Cavite  
Telephone No: (046) 416-9484/ (046) 230-9622  
Email Address: [328201@deped.gov.ph](mailto:328201@deped.gov.ph)  
Facebook Page: DepEd Tayo Francisco E. Barzaga IHS – Dasmariñas City  
Website: [febihs.depeddasma.edu.ph](http://febihs.depeddasma.edu.ph)

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