Republic of the Philippines
Department of Education
SOCCSKSARGEN REGION
DIVISION OF SULTAN KUDARAT

DEPARTMENT OF EDUCATION
DIVISION OF SULTAN KUDARAT
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November 17, 2026

DIVISION MEMORANDUM
SGOD-SMME No. 236 s. 2026

MEETING ON THE PROPOSED CONVERSION OF INTEGRATED SCHOOLS INTO STAND-ALONE SECONDARY SCHOOLS AND SEPARATION OF ANNEX SCHOOLS FROM THEIR RESPECTIVE MOTHER SCHOOLS

To: Assistant Schools Division Superintendent
Chief of Functional Divisions
Education Program Supervisors
Public Schools District Supervisors/Principal-In-Charge
School Heads of Integrated Schools and Annex Schools
All Others Concerned

1. The Schools Division Office of Sultan Kudarat shall conduct a meeting with all School Heads of Integrated Schools and Annex Schools to discuss matters concerning the proposed conversion of Integrated Schools into Stand-Alone Secondary Schools and the separation of Annex Schools from their respective Mother Schools on December 3, 2026 at 8:00 AM at Kalimudan Hall, Deped Division of Sultan Kudarat, Kenram, Isulan, Sultan Kudarat.

2. The meeting aims to provide a venue for consultation and discussion on the proposed conversion and separation of schools, clarify the necessary processes and requirements, identify possible concerns and challenges, and ensure a common understanding among concerned school heads prior to undertaking succeeding actions.

3. Specifically, the meeting aims to:
   a. discuss the rationale and objectives of converting Integrated Schools into Stand-Alone Secondary Schools;
   b. discuss the proposed separation of Annex Schools from their respective Mother Schools;
   c. identify the necessary requirements, processes, and procedures for the proposed conversion and separation;
   d. discuss the implications of the proposed changes in terms of school governance, personnel, enrollment, facilities, properties, financial resources, and administrative operations; and
   e. surface issues, concerns, and recommendations from concerned school heads relative to the proposed conversion and separation.

4. Participants in this activity are all School Heads of Integrated Schools and Annex Schools, together with the concerned Public Schools District Supervisors and Division personnel.

5. All participants are expected to actively participate in the meeting and come prepared to share relevant information, insights, issues, and concerns regarding their respective schools to facilitate a meaningful discussion and appropriate planning.

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6. The concerned Division personnel shall facilitate the discussion and provide the necessary guidance and clarification on matters related to the proposed conversion of Integrated Schools into Stand-Alone Secondary Schools and separation of Annex Schools from their respective Mother Schools.

7. For queries or clarifications, all concerned may contact Lazaro P. Oriel, SGOD – Education Program Supervisor or Bernabe N. Falcis, SEPS- SMME.

8. Immediate dissemination of this Memorandum is desired.

ROBERTO J. MONTERO, CESO V
Schools Division Superintendent

Encl: None
Reference: None
To be indicated in the Perpetual Index under the following subjects:
SCHOOL ORGANIZATION **SCHOOL GOVERNANCE** **SCHOOL MANAGEMENT**

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