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

March 15, 2022

REGIONAL MEMORANDUM

No. **240** 2022

MERGING OF HIMALANDROG ELEMENTARY SCHOOL AND SEVEN HILLS NATIONAL HIGH SCHOOL TO HIMALANDROG-SEVEN HILLS INTEGRATED SCHOOL BARANGAY HIMALANDROG, CALBAYOG CITY, WESTERN SAMAR

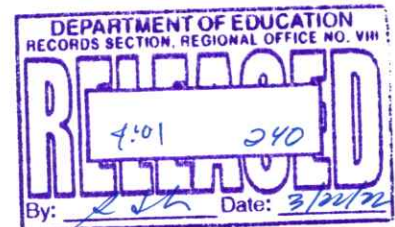
To: Schools Division Superintendents
Regional Office Division Chiefs
Public Elementary and Secondary School Heads
All Others Concerned

1. This Department of Education, Regional Office No. VIII announces that the request for **Merging of Himalandrog Elementary School and Seven Hills National High School to Himalandrog-Seven Hills Integrated School**, Barangay Himalandrog, 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:



ESTABLISHMENT OF SCHOOL
QAD-RRC

MANAGEMENT

PUBLIC





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

FOR : REGIONAL DIRECTOR

DATE : March 15, 2022

TITLE : EVALUATION & RECOMMENDATION FOR MERGING OF HIMALANDROG ELEMENTARY SCHOOL AND SEVEN HILLS NATIONAL HIGH SCHOOL TO HIMALANDROG-SEVEN HILLS INTEGRATED SCHOOL, BARANGAY HIMALANDROG,CALBAYOG CITY, WESTERN SAMAR

BACKGROUND

Barangay Himalandrog is one of the mountain barangays in Calbayog City, Western Samar where this can be reached through habal-habal and hiking only. From the city proper, it takes four (4) hours riding in habal-habal and three (3) hours by hiking for the travel time traversing hilly mountains going to the said barangay. Community folks engaged mostly in agricultural activities and small-scale business as their sources of living.

The said barangay has an existing complete elementary school named Himalandrog Elementary School and a secondary school named Seven Hills National High School. The two (2) schools are located in one (1) school site with a total land area of 10,000 sq.m.

Pursuant to DepEd Order 40, s. 2014, Section IV. A.3. on Merging of Elementary and Secondary Schools, under condition 1.a. *"The schools to be merged are of the same level and adjacent to each other. Adjacent shall mean two or more elementary or secondary schools that are, as far as practicable, contiguous, compact, or located within a radius of not more than 100 meters from each other within the same schools division"*.

In view thereof, the Schools Division Superintendent of Calbayog City Division intensely expressed her full support to the proposed merging of schools as initiated by the concerned parents and local officials to ensure that compliance to the standard guideline is met.



FINDINGS:

1. Himalandrog Elementary School and Seven Hills National High School have a total land area of 10,000 sq.m. located in one (1) site which are just adjacent to each other.
2. The schools are free from flooding and landslide based on the certification issued by the Mines and GeoSciences Bureau.
3. The LGU, through the Office of the City Mayor Rolando P. Aquino, strongly expressed full support to the school and commits to allocate additional budget for the merging of the 2 schools.
4. 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 on-site validation on school's application conducted by the DepEd Regional Inspectorate Team also expressed their willingness and full support for the merging of schools during the Focused Group Discussion (FGD).
5. All facilities for both the elementary and the secondary schools are shared.
6. Seven Hills NHS has other facilities such as computer laboratory and functional library.
7. 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. Himalandrog Elementary School and seven Hills National High School shall be merged into one (1) school as an integrated school and shall be named **HIMALANDROG-SEVEN HILLS INTEGRATED SCHOOL** and is authorized to operate effective School Year 2022 – 2023.
2. The school shall implement K to 12 Basic Education Curriculum.

3. 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.

4. 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


MELVIN CHITO M. SOLIS, EdD
Education Program Supervisor

Noted by:


ROSEMARIE M. GUINO, EdD
OIC- Chief, QAD

QAD-RRC

Department of Education
DIVISION OF LAHARTIK CRTL, REGION VIII
APPLICATION FOR CONVERSION OF SCHOOLS INTO AN INTEGRATED SCHOOL
(THRU MERGING OR COMBINATION OF EXISTING ELEMENTARY AND SECONDARY SCHOOLS)

Annex D - 4b.2

EVALUATION SHEET

CRITERIA	REQUIRED DOCUMENTS	PER EVALUATION	REMARKS (PASSED OR FAILED/ Pls. state reason, if failed)																																																																																																																						
1. The elementary and secondary schools are listed in the EBES.	DepED School IDs	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Name of School</th> <th>DepED School ID</th> <th>Verified Correct</th> </tr> </thead> <tbody> <tr> <td>1. School 1 <u>Spren Hills NHS</u></td> <td><u>313814</u></td> <td style="text-align: center;"><input checked="" type="checkbox"/></td> </tr> <tr> <td>2. School 2 <u>Himaladtag ES</u></td> <td><u>124016</u></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </tbody> </table>	Name of School	DepED School ID	Verified Correct	1. School 1 <u>Spren Hills NHS</u>	<u>313814</u>	<input checked="" type="checkbox"/>	2. School 2 <u>Himaladtag ES</u>	<u>124016</u>	<input type="checkbox"/>	<i>Passed</i>																																																																																																													
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2. The conversion of schools into an IS must satisfy all of the following requirements:	<p>a. Letter-request for the conversion of schools into an IS addressed to the SDS (thru combination of existing schools).</p> <p>b. Feasibility study on the proposed merging or combination of schools, duly recommended/endorsed by the SDS.</p>	<p>a. Request signed by _____ : <u>MARICEL P. ALEGRIA</u> Position/Designation : <u>Teacher III / Teacher In-Charge</u> Office/School : <u>Spren Hills National High School</u> Date : <u>June 28, 2021</u></p> <p>b. Proponent(s) of the Feasibility Study : <u>MARICEL P. ALEGRIA</u> Duly Recommended by : <u>THELMA CABAGSAN - GUITAUG PhD, CESO V</u> Position/Designation : <u>Schools Division Superintendent</u> Justification on the Need for Combination/Integration : <u>Both schools situated in one area only</u></p>	<i>Passed</i>																																																																																																																						
<p>a. There are no schools offering complete basic education within the catchment area;</p> <p>b. There are not enough items for teachers and school heads that would justify the establishment of a separate elementary and a secondary school;</p> <p>c. There are inadequate equipment and resources to support the operation of separate elementary and secondary schools.</p>	<p>c. 15 Implementation Plan covering five (5) years to include among others, the following:</p> <p>1. Current and projected enrolment for five (5) school years, by grade level;</p>	<p>c. 15 Implementation Plan</p> <p>c.1 No. of Prospective Enrollees :</p> <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th rowspan="2">Grade Level</th> <th colspan="5">CURRENT</th> <th colspan="5">PROJECTED</th> </tr> <tr> <th>School 1</th> <th>School 2</th> <th>Total</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>1</td> <td>97</td> <td>97</td> <td>194</td> <td>194</td> <td>194</td> <td>194</td> <td>194</td> <td>194</td> </tr> <tr> <td>2</td> <td>92</td> <td>92</td> <td>184</td> <td>184</td> <td>184</td> <td>184</td> <td>184</td> <td>184</td> </tr> <tr> <td>3</td> <td>83</td> <td>83</td> <td>166</td> <td>166</td> <td>166</td> <td>166</td> <td>166</td> <td>166</td> </tr> <tr> <td>4</td> <td>75</td> <td>75</td> <td>150</td> <td>150</td> <td>150</td> <td>150</td> <td>150</td> <td>150</td> </tr> <tr> <td>5</td> <td>15</td> <td>15</td> <td>30</td> <td>30</td> <td>30</td> <td>30</td> <td>30</td> <td>30</td> </tr> <tr> <td>6</td> <td>10</td> <td>10</td> <td>20</td> <td>20</td> <td>20</td> <td>20</td> <td>20</td> <td>20</td> </tr> <tr> <td>7</td> <td>9</td> <td>9</td> <td>18</td> <td>18</td> <td>18</td> <td>18</td> <td>18</td> <td>18</td> </tr> <tr> <td>8</td> <td>7</td> <td>7</td> <td>14</td> <td>14</td> <td>14</td> <td>14</td> <td>14</td> <td>14</td> </tr> <tr> <td>9</td> <td>3</td> <td>3</td> <td>6</td> <td>6</td> <td>6</td> <td>6</td> <td>6</td> <td>6</td> </tr> <tr> <td>10</td> <td>2</td> <td>2</td> <td>4</td> <td>4</td> <td>4</td> <td>4</td> <td>4</td> <td>4</td> </tr> <tr> <td>TOTAL</td> <td>150</td> <td>150</td> <td>315</td> <td>315</td> <td>315</td> <td>315</td> <td>315</td> <td>315</td> </tr> </tbody> </table>	Grade Level	CURRENT					PROJECTED					School 1	School 2	Total	Year 1	Year 2	Year 3	Year 4	Year 5	1	97	97	194	194	194	194	194	194	2	92	92	184	184	184	184	184	184	3	83	83	166	166	166	166	166	166	4	75	75	150	150	150	150	150	150	5	15	15	30	30	30	30	30	30	6	10	10	20	20	20	20	20	20	7	9	9	18	18	18	18	18	18	8	7	7	14	14	14	14	14	14	9	3	3	6	6	6	6	6	6	10	2	2	4	4	4	4	4	4	TOTAL	150	150	315	315	315	315	315	315	<i>Passed</i>
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d. The elementary and secondary schools are adjacent or located within a radius of not more than 100 meters from each other within the same school's division, and

2. Proposed budgetary requirements for its Personnel Services, MOOE, and Capital Outlay;

c.2 Proposed Budgetary Requirements

Particulars	Year					Supported w/ Breakdown?
	Year 1	Year 2	Year 3	Year 4	Year 5	
Personal Services	212,262.00	203,000.00	195,000.00	203,000.00		✓
MOOE	90,144.00	150,240.00	151,990.00	152,630.00		✓
Capital Outlay						
Total	302,406.00	353,240.00	346,990.00	355,630.00		

e. The School Heads concerned must agree on the merging of necessary teaching and non-teaching items as well as other crucial resources of the IS.

3. Operational Plan re: curriculum and instructional supervision of the proposed IS; and

c.3 Operational Plan Prepared By
 Position/Designation : MARICEL P. ALEGRIA
 Office/School : Teacher III / Teacher In-Charge
Saura Hill National High School
 Date : June 28, 2021

4. School Site Development Plan (SSDP) to include proposed school buildings, as needed.

c.4 SSDP Prepared by
 Position/Designation : RAFEL M. MENTE
 Office/School : Former Teacher In-Charge
Saura Hill National High School
 Date : June 29, 2021

d. Inventory of Learning Resources (LRS) prepared by School's Property Custodian for both schools to be integrated.

d. Inventory of LRS

Particulars	School 1	School 2
Inventory of LRS prepared by	<u>Richard Loyola</u>	<u>Fidelino B. Salino</u>
Position/Designation	<u>EGT I / Property Custodian</u>	<u>SST II Property Custodian</u>
Date	<u>June 28, 2021</u>	<u>June 28, 2021</u>
Available Resources:		
1. Teachers items	<u>8</u>	<u>9</u>
2. Textbooks	<u>11</u>	
3. Furniture and Fixtures		
4. Equipment		
5. Classrooms/Laboratories		
6. Others		
TOTAL		

e. Updated PSIPOP of both schools to be integrated.

e. PSIPOP for FY 2021

Particulars	School 1	School 2
School Head Item	<u>1</u>	<u>1</u>
No. of Teaching Items	<u>7</u>	<u>8</u>
No. of Support Staff	<u>8</u>	<u>9</u>
TOTAL		

- Passed

- Passed
Passed

- Passed

- Passed

- Passed

CRITERIA	REQUIRED DOCUMENTS	PER EVALUATION	REMARKS (PASSED OR FAILED/ Pls. state reason, if failed)												
1.	Map, preferably drawn to scale, showing the distances of the existing schools within the catchment area, duly certified by the Municipal/City Engineer and validated by the Schools Division Office.	<p>Map shows the distances of the schools to be integrated? YES <input checked="" type="checkbox"/> NO <input type="checkbox"/></p> <table border="1" data-bbox="1282 697 1445 1603"> <thead> <tr> <th>Name of Schools Within the Service Area</th> <th>Distance from the School to be Integrated (in km)</th> <th>Address</th> </tr> </thead> <tbody> <tr> <td>1. Pinarubrom ES</td> <td>10 km</td> <td>Brgy. Pinarubrom, Calbayog City</td> </tr> <tr> <td>2. Higasaan ES</td> <td>12 km</td> <td>Brgy. Higasaan, Calbayog City</td> </tr> </tbody> </table> <p>8. Signatories of Contracting Parties</p> <p>1. For School 1 Signed By _____ Position/Designation _____ RANDY A. NABLE Teacher III / TIC</p> <p>2. For School 2 Signed By _____ Position/Designation _____ MA. IRENE N. PAGLUNASAN Teacher III / TIC</p> <p>Date Notarized _____ JUNE 28, 2021</p> <p>Sangguniang Bayan/Panlungsod Resolution No. <u>2018-09-023</u> Date: <u>JUNE 28, 2021</u> Approved By _____ Position/Designation _____ DIEGO P. RIVERA CITY VICE MAYOR</p> <p>Proposed Name of School _____ HIMALANDRO C - SEVEN HILLS INTEGRATED SCHOOL</p> <p>Resolution stipulates the willingness of the LGU to support the establishment of the school? YES <input type="checkbox"/> NO <input type="checkbox"/></p>	Name of Schools Within the Service Area	Distance from the School to be Integrated (in km)	Address	1. Pinarubrom ES	10 km	Brgy. Pinarubrom, Calbayog City	2. Higasaan ES	12 km	Brgy. Higasaan, Calbayog City	- passed Passed - passed			
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4. The proposed conversion of schools into an IS must be supported by the LGU.	<p>a. Sangguniang Bayan/Panlungsod Resolution supporting the conversion of schools into an IS, duly approved by the Municipal/City Mayor, indicating therein the proposed name of the school.</p> <p>b. Certification from the LGU signed by the Municipal/City Mayor, as the case may be, where the LGU shall continue to provide funds for the operation and maintenance for at least 5 years or until such time that such funds are incorporated in the national budget.</p>	<p>LGU Certification Signed By _____ Position/Designation _____ Date _____</p> <p>LGU Support</p> <table border="1" data-bbox="276 720 487 1835"> <thead> <tr> <th>Particulars</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>a. Construction of new school building/classrooms</td> <td></td> </tr> <tr> <td>b. Procurement of educational facilities, furniture, etc.</td> <td></td> </tr> <tr> <td>c. Operation and maintenance of at least five (5) years until such time when funds for the purpose are incorporated in the budget</td> <td></td> </tr> <tr> <td>d. Salaries of teaching and non-teaching personnel preferably at par with national salary rates</td> <td></td> </tr> <tr> <td>e. Other LGU support</td> <td></td> </tr> </tbody> </table> <p>Not: Not necessary both schools have existing</p> <p>MUDE allocation <u>SY: 2022</u> Himalandro C - <u>245,200.00</u> per annum Seven Hills NHS - <u>347,100.00</u> per annum</p>	Particulars	Amount	a. Construction of new school building/classrooms		b. Procurement of educational facilities, furniture, etc.		c. Operation and maintenance of at least five (5) years until such time when funds for the purpose are incorporated in the budget		d. Salaries of teaching and non-teaching personnel preferably at par with national salary rates		e. Other LGU support		Passed - passed
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CRITERIA	REQUIRED DOCUMENTS		PER EVALUATION																		
<p>5. The School Head to be designated to the IS must satisfy the DepED-CSC Qualification Standards of a School Head for secondary school.</p> <p>In cases where the aforementioned criteria is not met, the SDS shall make the necessary justification.</p>	<p>a. Designation Order for the proposed School Head.</p> <p>b. Transcript of Records, Certificates of Relevant Training, Service Record and Civil Service eligibility of the proposed School Head, duly certified as true copies by the Division Office's Records Unit.</p>	<p>Availability of Funds Certified by Position/Designation Office Date Approved</p> <p>Designation Order Signed By Position/Designation Date Name of Designated School Head Plantilla Position Title</p> <p>Designated School Head has satisfied the DepED CSC Qualification Standards of a School Head for Secondary School? YES <input checked="" type="checkbox"/> NO <input type="checkbox"/></p> <p>Educational Preparation</p> <table border="1" data-bbox="893 673 1088 1185"> <thead> <tr> <th>Documents Submitted</th> <th colspan="2">Certified by DO Records Unit?</th> </tr> <tr> <th></th> <th>YES</th> <th>NO</th> </tr> </thead> <tbody> <tr> <td>1. Transcript of Records</td> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td>2. Certificates of Relevant Training</td> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td>3. Service Record</td> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td>4. CS Eligibility</td> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> </tbody> </table> <p>Justification, if any, duly signed by Position/Designation Date Reason(s)</p> <p>Certification Signed By Position/Designation Date Name of School Head to be Reassigned to Other School Plantilla Position Title School Assignment</p>	Documents Submitted	Certified by DO Records Unit?			YES	NO	1. Transcript of Records	<input checked="" type="checkbox"/>	<input type="checkbox"/>	2. Certificates of Relevant Training	<input checked="" type="checkbox"/>	<input type="checkbox"/>	3. Service Record	<input checked="" type="checkbox"/>	<input type="checkbox"/>	4. CS Eligibility	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<p>THELMA CABADAN - QUITALIG PH.D, CESO V Schools Division Superintendent June 28, 2021 M.A. IRENE N. PAGHUNNASAN TCH3 - 541294 - 2016</p> <p>BAHEM OF SECONDARY EDUCATION</p> <p>THELMA CABADAN - QUITALIG PH.D, CESO V Schools Division Superintendent June 28, 2021 RANDY A. NABIE TCH3 - 54 007 - 2013</p> <p>Passed</p> <p>Passed</p> <p>Passed</p>
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EVALUATED BY DIVISION REVIEW AND EVALUATION COMMITTEE (DREC):


MR. MARLE M. MEN DZA
 Signature Over Printed Name
 Position/Designation


EDITA S. CAND
 Signature Over Printed Name
 Position/Designation

SHERLITA A. PALMA EAD, CESO VI
 Signature Over Printed Name
 Position/Designation
 Co - Chairman

RECOMMENDED BY:
 THELMA CABADAN - QUITALIG, Ph.D, CESO V
 Schools Division Superintendent

CRITERIA	REQUIRED DOCUMENTS	PER EVALUATION	REMARKS (PASSED OR FAILED/ Pls. state reason, if failed)
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for

JORDAN P. DE VEYRA
 Signature Over Printed Name
 Position/Designation


UBALDO O. DROGAN
 Signature Over Printed Name
 Position/Designation

Signature Over Printed Name
 Position/Designation

VALIDATED BY REGIONAL INSPECTORATE TEAM (RIT):

Signature Over Printed Name
 Position/Designation

Signature Over Printed Name
 Position/Designation


RACHEL R. CUEVAS
 Education Program Supervisor
 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:


ROSEMARIE M. SALINO Ed D
 QIC - Chief, QIC