



15021

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

November 3, 2022

**OFFICE MEMORANDUM**

No. **627**, s. 2022

To: Schools Division Superintendent } Division of Baybay City  
All Others Concerned

**RENAMING OF IMMACULATE CONCEPTION ANGELICUM TO IMMACULATE  
CONCEPTION ANGELICUM, INC. WITH SCHOOL ID 404663**

1. In reference to the Amended Articles of Incorporation approved by the Securities and Exchange Commission (SEC) and request for the renaming of school by the School Head, the Department of Education Regional Office No. VIII through the Quality Assurance Division (QAD) announces the change of the name of the school from **Immaculate Conception Angelicum** to **Immaculate Conception Angelicum, Inc.**, Baybay City with **School ID 404663** effective **November 3, 2022**.
2. To preserve the historicity, it is advised that the old name of the school, which has been sanctified by usage by the residents of the community, be placed beneath the new name as follows:  

**IMMACULATE CONCEPTION ANGELICUM, INC.**  
(Formerly Immaculate Conception Angelicum)
3. The change of name does not instill any deviations on the provisions of the Government Recognition (GR) given to the said school. Thus, Government Recognition No. 09, s. 1999 for Pre- Elementary, still remain legal and official.
4. Copies of this issuance shall be posted at the Regional Office, Division Offices, Municipality/City Halls, Schools, and other conspicuous places for reference and information of the general public.
5. The Schools Division Superintendent of Baybay City Division is advised to facilitate the updating of data and profile of the aforementioned school in the Enhanced Basic Education Information System (EBEIS) and Learners Information System (LIS) and monitor the implementation of this issuance.



6. Immediate dissemination of and compliance with this Memorandum are desired.

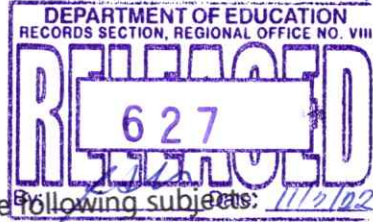
  
**EVELYN R. FETALVERO, CESO IV**  
Regional Director

QAD-GLA

Enclosures: None

References: SEC Registration

To be indicated in the Perpetual Index under the following subjects: 11/2/02



GOVERNMENT RECOGNITION

POLICY

PRIVATE EDUCATION

Serial ID: 404663



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

DEPARTMENT OF EDUCATION  
RECEIVED  
SECTIONAL OFFICE NO. 1  
OCT 26 2022 79320  
BY: \_\_\_\_\_ TIME: 4:20  
OFFICE OF THE DIRECTOR IV  
Date and Time Received: 10/26/2022 11:44 Signature: \_\_\_\_\_  
Date and Time Released: 10/26/2022 Signature: \_\_\_\_\_

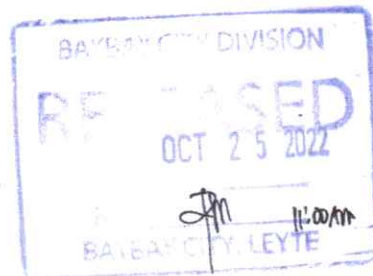
OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT

1<sup>ST</sup> ENDORSEMENT  
October 24, 2022

RESPECTFULLY forwarded to **Dr. EVELYN R. FETALVERO**, CESO IV, Regional Director, Department of Education (DepEd), Region VIII, Government Center, Candahug, Palo, Leyte thru QAD the herein LETTER OF INTENT with its corresponding support documents of IMMACULATE CONCEPTION ANGELICUM, INC. with subject '**Change of Name from Immaculate Conception Angelicum to Immaculate Conception Angelicum, Inc.**' in coordination with the SMME-SGOD and inviting attention and recommending for an official action of that responsible office as required.

*[Handwritten Signature]*

**CARMELINO P. BERNADAS**, PhD, CESO V  
Schools Division Superintendent



Diversion Road Brgy. Gaas Baybay City, Ley  
(53) 563-7615 | baybay.city@deped.gov.ph  
ISO 9001 : 2015 Certified





**IMMACULATE CONCEPTION ANGELICUM  
M.H DEL PILAR ST, BAYBAY CITY LEYTE**

f 1'22

**OCTOBER 21, 2022**

**EVELYN R. FETALVERO, CECO IV  
Regional Director  
DepEd Regional Office VIII  
Govt Center, Candahug, Palo, Leyte**

**THRU: CARMELINO P. BERNADES, PHD, CESO V  
School Division Superintendent  
DepEd, Baybay City School Division Office  
Diversion Road, Brgy. Gaas Baybay City, Leyte**

Sir/Ma'am:

Peace and Goodwill!

This refers to your observation on the use of the corporate name of school.

Our sincere apologies for our inadvertence and typographical errors in some of our communications and reports submitted to government agencies and instrumentalities.

We express our intent to change and the proper use of the corporate name of Pre-School from **IMMACULATE CONCEPTION ANGELICUM** to **IMMACULATE CONCEPTION ANGELICUM, INC.**, as reflected on our SEC registration, to update our records with your office.

Hoping for your consideration.

Thank you.

  
**Rachel O. Galenzoga**

**School Head**

  
**Rev. Fr. Samuel P. Papa**

**ICA-BOT Chairman**

REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF EDUCATION, CULTURE AND SPORTS  
REGIONAL OFFICE NO. VIII  
GOVERNMENT CENTER, CANDAUG, PALO, LEYTE  
OOO

GOVERNMENT RECOGNITION (R-VIII)  
No. 09, S. 1999

By virtue of the authority in me vested by Act No. 2706 as amended, and Batas Pambansa Bilang 232 (Education Act of 1982), I, Cirila Y. Villegas do hereby grant GOVERNMENT RECOGNITION to the

INSPIRANTE CONCEPCION ANSELICOR

(School)

R. R. del Pilar St., Baybay, Leyte

(Complete Address)

for the

FIVE-ELEMENTARY

(Course and Curriculum Year)

effective as of SY 1999-2000

It is provided, however, that the Regional Director reserves the right to satisfy himself that the instruction and the conditions affecting instruction in this course comply with all the requirements of the Department of Education, Culture and Sports.

In case of failure of the school to observe and maintain any of the required standards of the Department of Education, Culture and Sports affecting the course herein approved, the authority hereby granted shall be taken over and kept in the files of the Department of Education, Culture and Sports. The guaranty of the school shall be declared forfeited in accordance with the provisions of Section 8 of the Act 2706.

It is also stipulated that the Government Recognition hereby granted does not extend to any branch of the said school nor to any other course, grade, or curriculum year.

Given at Government Center, Candaug, Palo, Leyte, Philippines, this 09 day of August, Nineteen hundred and Ninety Nine

For the Secretary of the Education  
Culture and Sports:

*Cirila Y. Villegas*  
CIRILA Y. VILLEGAS, CESO III  
Regional Director

Recommended by

*Gervacio S. Bermado*  
GERVACIO S. BERMADO, Ed.D.  
Chief, EEO

CEO13482



REPUBLIC OF THE PHILIPPINES  
SECURITIES AND EXCHANGE COMMISSION  
CEBU EXTENSION OFFICE  
Cebu City

COMPANY REG. NO. C199900146


CERTIFICATE OF FILING  
OF  
AMENDED ARTICLES OF INCORPORATION

KNOW ALL PERSONS BY THESE PRESENTS:

THIS IS TO CERTIFY that the Amended Articles of Incorporation of the  
**IMMACULATE CONCEPTION ANGELICUM INC.**  
(Amending Articles II, VI and adding Article IX to the amended articles of  
incorporation thereof)

copy annexed, adopted on March 19, 2008 by a majority vote of the Board of Trustees  
and by the vote of at least two-thirds of the members of the corporation, and certified  
under oath by the Corporate Secretary and a majority of the said Board, was approved  
by this Office on this date, pursuant to the provisions of the Corporation Code of the  
Philippines, Batas Pambansa Blg. 68, approved on May 1, 1980, and copies thereof are  
filed with the Commission.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of  
this Commission to be affixed at Cebu City, Philippines, this 9th day of December,  
Two Thousand Ten.

  
LORNA N. FICK-CUBERO  
Officer In Charge  
SEC CEBU OFFICE





Republic of the Philippines  
**SECURITIES AND EXCHANGE COMMISSION**  
 SEC Building, EDSA, Mandaluyong City  
 Metro Manila  
**CEBU EXTENSION OFFICE**  
 Cebu City

SEC Reg. No. C199900146

**CERTIFICATE OF INCORPORATION**

**KNOW ALL MEN BY THESE PRESENTS:**

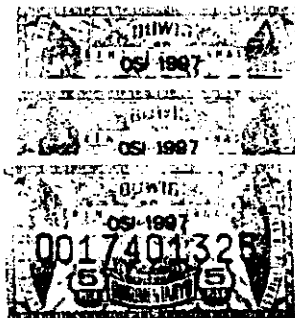
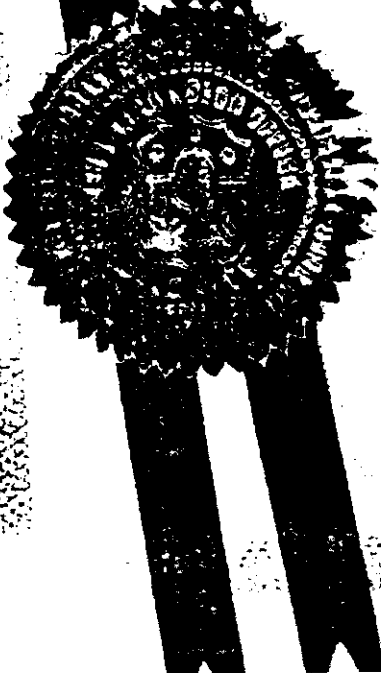
This is to certify that the Articles of Incorporation and By-Laws of

**IMMACULATE CONCEPTION ANGELICUM INC.**

duly registered by the Commission on this date upon the issuance of this Certificate of Incorporation in accordance with the Corporation Code of the Philippines (Batas Pambansa Blg. 68), approved on May 1, 1980 and copies of said Articles and By-Laws are attached.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of this Commission to be affixed at Cebu City, Philippines, this 11 day of February, Nineteen Hundred and Ninety-nine.

BY AUTHORITY OF THE COMMISSION



*MERLE P. GUNANAN*  
 Chief  
 SEC Cebu Office

Per SEC Office Order No. 9, Series of 1983

SEP 25

44

BY - LAWS

OF

IMMACULATE CONCEPTION ANGELICUM, INC.

Name of Corporation

ARTICLE I

Meetings

Section 1. Annual Meetings — The annual meetings of the members shall be held at the principal office of the association on every first Saturday of May of each year.  
(Date of meeting)

Section 2. Monthly/Special Meetings — Monthly/Special meetings of the members shall be called every end of the month by the President of the association. During such meetings, the President shall render his monthly report to the members regarding the activities of the association.

Special meetings may be called as the need thereof arises, by the Board of Trustees or the President or upon petition of 1/3 of the general membership.

Section 3. Notices — Notices of the date, time and place of annual, monthly and special meetings of the members shall be given either personally or by special delivery mail, at least one week before the date set for such meeting. In urgent cases, the notice may be communicated at least two days before the meeting personally or by telephone, or by telegram, if contact is not possible. The notice of every special meeting shall state briefly the purpose or purposes of the meeting. No other business shall be considered at such meeting, except with the consent of all the members present thereat.

Section 4. Waiver of Notice — Notice of meeting may be waived verbally by any member attending it.

Section 5. Quorum — A quorum for any meeting of the members shall consist of a majority of the members and a majority of such quorum may decide any question at the meeting, except those matters where the Corporation Code requires the affirmative vote of a greater proportion.

(Don't sign on margins, sign on the spaces provided for signatures on the last page of the articles.)



Section 4. Fiscal Year — The fiscal year of the association shall be from January 1st to December 31st of each year.

ARTICLE VIII

Corporate Seal

Section 1. Form — The corporate seal of the association shall be in such form and design as may be determined by the Board.

ARTICLE IX

Amendments of the By-Laws

Section 1. Amendments — These by-laws, or any provision thereof, may be amended or repealed by a majority vote of the members and by a majority vote of the Trustees at any regular or special meeting duly held for the purpose.

Adopted this 1st day of April, 1998 in ICA Baybay, Leyte by the affirmative vote of the undersigned ~~members representing a majority of the members~~ **Incorporators** of the association in a special meeting duly held for the purpose.

(Note: 1. If filed with Articles of Incorporation, should be signed by all incorporators;  
2. If filed after incorporation, should be signed by majority of the members and should submit director's certificate for the adoption of the by-laws)

REV. FR. NESTOR ASTILLO  
Daniel M. Tudud  
ELIBRE ISNAC  
AMELITO V. BORNEO  
ERNESTO FERNANDEZ  
PEDRITO M. ALONSO  
Evelyn B. Uy

JUANITO Y. QUERO  
Atty. Ma. Cleora V. Militante (w/ app'n of wit)

(Don't sign on margins, sign on the spaces provided for signatures on the last page of the articles)

Section 3. Duties and Responsibilities of the Members — A member shall have the following duties and responsibilities:

- a. To obey and comply with the by-laws, rules and regulations that may be promulgated by the association from time to time;
- b. To attend all meetings that may be called by the Board of Trustees;
- c. To pay membership dues and other assessments of the association.

## ARTICLE VI

### Suspension, Expulsion and Termination of Membership

Suspension, expulsion and termination of membership, shall be in accordance with the rules and regulations of the association.

Any member of the association may file charges against a member by filing a written complaint with the Secretary of the association. The Board of Trustees shall call a special meeting of the members to consider the charges. The affirmative vote of 1/3 of all the members of the association shall be necessary to suspend a member; Provided that where the penalty is expulsion, the affirmative vote of 2/3 of all the members shall be necessary to expel a member.

## ARTICLE VII

### Fund

Section 1. Funds — The funds of the association shall be derived from admission fees, annual dues and special assessments of members, gifts, donations or benefits.

Section 2. Fees and Dues — Every member of the association shall, in addition to the membership fee pay dues and/or assessments that may be imposed by the association from time to time.

Section 3. Disbursements — Withdrawal from the funds of the association, whether by check or any other instrument shall be signed by the Treasurer and countersigned by the President. If necessary, the Board of Trustees may designate other signatories.

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(Don't sign on margins, sign on the spaces

association and affix such seal to any paper or instrument requiring the same. He shall have custody of the correspondence files and all other papers that are to be kept by the Treasurer. He shall maintain the members' register, have charge of the bulletin board at the principal office of the association. He shall also perform all such other duties and work as the Board of Trustees may from time to time assign to him.

Section 4. Treasurer — The Treasurer shall have charge of the funds, receipts and disbursements of the association. He shall keep all moneys and other valuables of the association in such bank or banks as the Board of Trustees may designate. He shall keep and have charge of the books of accounts which shall be open to inspection by any member of the Board of Trustees, whenever required, an account of financial condition of the association and of all transactions made by him as Treasurer. He shall also perform such other duties and functions as may be assigned to him from time to time by the Board of Trustees. He shall post a bond in such amount as may be fixed by the Board of Trustees.

Section 5. Auditor — He shall examine financial records and audit money. He shall also perform other functions as may be provided for by the Board of Trustees.

## ARTICLE V

### Members

Section 1. Qualifications for Membership — The board shall determine the qualifications of an applicant for membership.

Section 2. Rights of Members — A member shall have the following rights:

- a. To exercise the rights to vote on all matter relating to the affairs of the association;
- b. To be eligible to any elective or appointive office of the association;
- c. To participate in all deliberations/meetings of the association;
- d. To avail of all the facilities of the association;
- e. To examine all the records or books of the association during business hours.

(Don't sign on margins, sign on the spaces provided for signatures on the last page of the articles)

Section 3. Disqualification of Directors, Trustees or Officers — No member convicted by final judgment of an offense punishable by imprisonment for a period exceeding six (6) years, or a violation of this code, committed within five (5) years prior to the date of his election or appointment, shall qualify as a trustee or officer.

### ARTICLE III

#### Officers

Section 1. Officers — The officers of the association shall be a President, a Vice-President, a Secretary, a Treasurer and an Auditor. They shall be elected by the Board of Trustees from among themselves. The Board may combine compatible offices in a single person, provided that no one shall act as President and Secretary, President and Treasurer at the same time.

Section 2. Term of Office of Officers — All officers of the association shall hold office for one year and until their successors are duly elected and qualified.

### ARTICLE IV

#### Functions & Powers of Officers

Section 1. President — The President shall be the Chief Executive Officer of the association. In addition to duties as such. He shall preside in all meetings of the Board of Trustees and those of the members of the association.

He shall execute all resolutions and/or decisions of the Board of Trustees. He shall be charged with directing and overseeing the activities of the association. He shall appoint and have control over all employees of the association, review and approve expense vouchers. Together with the Secretary of the association, he shall present to the Board of Trustees and the members an annual budget and, from time to time as may be necessary, supplemental budgets. He shall submit to the Board as soon as possible after the close of each fiscal year, and to the members of each annual meeting, a complete report of the activities and operations of the association for the fiscal year under his term.

Section 2. Vice-President — The Vice President if qualified, shall exercise all powers and perform all duties of the President during the absence or incapacity of the later and shall perform duties that maybe assigned by the board of directors.

Section 3. Secretary — The Secretary shall call the trustees and resident members and of the Board of Trustees and of all meetings of all committees, in a book kept for the purpose. He shall keep the seal of the

(Don't sign on margins, sign in the spaces provided for signatures on the last page of the articles)

Section 6. Order of Business — The order of business at the annual meeting of the members shall be as follows:

- a. Proof of service of the required notice of the meeting, except when such notice is waived by the members constituting a quorum.
  - b. Proof of the presence of a quorum.
  - c. Reading and approval of the minutes of the previous annual meeting, except when such reading is dispensed with by a majority vote of those present.
  - d. Unfinished business.
  - e. Report of the President.
  - f. Election of the Trustees for the ensuing year.
  - g. Other matters.
- The order of business at any meeting may be changed by a vote of a majority of the members present.

Section 7. Voting Proxy — Members shall be entitled to one vote, and they may vote either in person or by proxy, which shall be in writing and filed with the Secretary of the Association before the scheduled meeting.

## ARTICLE II

### Trustees

Section 1. Board of Trustees — The corporate powers of the association shall be exercised, its business conducted and its property controlled by the Board of Trustees.

Section 2. Qualifications — No members shall be eligible for election to the Board of Trustees unless he has the following qualifications:

1. ~~He must be a citizen and resident of the Philippines~~
2. ~~He must be a Roman Catholic~~
3. ~~He must be of good moral character~~
4. ~~He must have a profession in line with the school operation~~
5. \_\_\_\_\_

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