



Republic of the Philippines
Department of Education
DIGOS CITY DIVISION

Office of the Schools Division Superintendent

Division Memorandum
OSDS-2025-175

To : **ATTY. CLARISSE JOY C. ARNAEZ-LLABAN**
Legal Officer III

Subject : **Coordination Meeting with Barangay Officials re: School Site Concerns in Soong Elementary School**

Date : June 30, 2025

This refers to the letter dated June 27, 2025, concerning the coordination meeting with barangay officials on matters related to the status of the school site of Soong Elementary School.

In view thereof, you are hereby directed to attend the said meeting on **July 3, 2025, at 9:00 A.M. at Barangay Soong, Digos City.**

For your information and strict compliance.

For and in the absence of the
Schools Division Superintendent
MELANIE P. ESTACIO, Ph.D., CESO VI

PETER JASON C. SENARILLOS
Senior Education Program Specialist
Officer-in-Charge

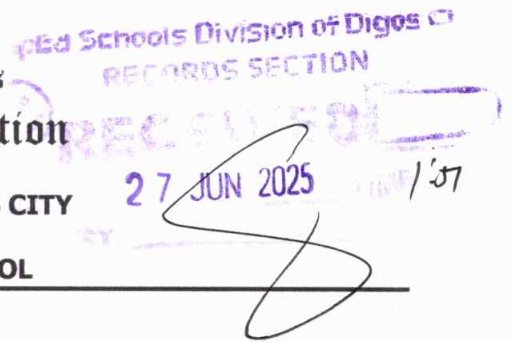
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Republic of the Philippines
Department of Education
REGION XI
SCHOOLS DIVISION OF DIGOS CITY
SOONG ELEMENTARY SCHOOL



June 27, 2025

MELANIE P. ESTACIO, Ph.D., CESO VI
Schools Division Superintendent
Department of Education
Digos City

THRU: ATTY. CLARISSE JOY C. ARNAEZ-LLABAN
Attorney III
DepEd-Legal Office

Dear Dr. Estacio,

I am writing to your good office to respectfully request approval to conduct a coordination meeting with the officials of Barangay Soong regarding school site-related concerns affecting Soong Elementary School.

The purpose of the meeting is to discuss important matters concerning the documentation, ownership, and legal status of the school site, and to explore possible courses of action in partnership with our barangay officials.

We also request the presence of **Atty. Clarisse Joy C. Arnaez-Llaban** to provide legal guidance and clarification during the discussions. The proposed meeting is scheduled for **July 3, 2025 (Thursday) at 9:00 AM** and will be held at **Brgy. Soong, Digos City**.

We believe that this meeting will foster clearer understanding and collaboration among all stakeholders, as well as help address long-standing issues concerning the school site.

We hope for your kind approval and support in this matter.

Thank you very much, and we look forward to your favorable response.

Very truly yours,

PETER PAUL DEIPARINE
School Principal

Approved by:

MELANIE P. ESTACIO, Ph.D., CESO VI
Schools Division Superintendent



Roxas Street cor. Lopez
553-8396/553-8376/553-8377
www.depeddigos.gov.ph

For and in the absence of the Schools Division Superintendent

NEPTUNE L. TAMBILAWAN

Admin Officer V- Budget Officer
Officer-In-Charge

6/27/25