



MUIR WOODS ACADEMY, INC.

NURTURING GREATNESS SINCE 2005

+63-917-819-2823

www.mwai.edu.ph

Bayombong, Nueva Vizcaya

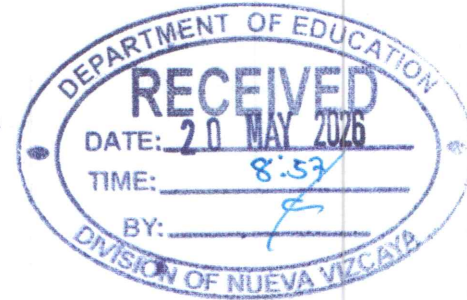
May 19, 2026

ORLANDO E. MANUEL, PhD., CESO V

Schools Division Superintendent

Department of Education – Schools Division Office of Nueva Vizcaya

Bayombong, Nueva Vizcaya



Dear Dr. Manuel,

Greetings of peace and collaboration.

The Nueva Vizcaya Private School Association of Administrators (NVPRISAAd) respectfully requests the assistance of the Schools Division Office of Nueva Vizcaya in providing guest speaker/s or resource person/s for the upcoming NVPRISAAD MANCOM Meeting scheduled on May 21, 2026 at Saber Inn Hotel & Restaurant, Bayombong, Nueva Vizcaya/

The meeting aims to gather private school administrators and school leaders across Nueva Vizcaya for discussions on emerging developments in Philippine basic education, particularly:

- updates regarding the proposed Tri-Term Academic Calendar; and
- updates and implementation concerns related to the Strengthened Senior High School (SSHS) program.

In line with this, we humbly request the participation of appropriate representatives from your office who may discuss the aforementioned topics and engage in an open forum with the participants regarding clarifications, preparations, and possible implications for private schools. Furthermore, we humbly seek your office's endorsement of this event.

We believe that the presence and guidance of the Department of Education will greatly help private school administrators better understand and prepare for these educational transitions while strengthening collaboration between the public and private education sectors in the province.

Attached herewith is the activity proposal for your reference.

We sincerely hope for your favorable consideration and support. Thank you very much, and we look forward to continued partnership in advancing quality education for the learners of Nueva Vizcaya.

Respectfully yours,

MARGARET KAITLIN MCRAE-DANIEL, LPT, MAEd.

President

Nueva Vizcaya Private School Association of Administrators (NVPRISAAd)

MEMORANDUM		Date: 5/20/24	Release/Records: <i>lca</i>
To:	<input checked="" type="checkbox"/> PSDS/DICs	<input type="checkbox"/> Elem/Sec School Heads	
	<input checked="" type="checkbox"/> Private Schools	<input type="checkbox"/> Others:	
For:	<input checked="" type="checkbox"/> Information	<input checked="" type="checkbox"/> Dissemination	
	<input checked="" type="checkbox"/> Guidance	<input type="checkbox"/> Strict Compliance	
ORLANDO E. MANUEL PhD., CESO V			
Schools Division Superintendent			
By:	<input type="checkbox"/> ASDS	<input type="checkbox"/> CID Chief	<input type="checkbox"/> SGOD Chief
	<input type="checkbox"/> AO	<input type="checkbox"/> Atty	Signature: <i>[Signature]</i>





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President

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SDS comm-0526-1440



PEAC LEVEL 3 CERTIFIED 2024-2028



Proposal NVPRISAAD MANCOM Meeting

I. Rationale

In light of the recent and continuing developments in Philippine basic education, particularly regarding the proposed implementation of the Tri-Term Academic Calendar and the transition toward the Strengthened Senior High School (SSHS) curriculum, there is a growing need for private school administrators in Nueva Vizcaya to convene for dialogue, clarification, and collaborative planning.

As educational institutions navigate these evolving reforms, it is essential for member schools to remain informed, aligned, and proactive in their responses. Furthermore, with many schools independently conducting faculty development activities, there is also an opportunity for NVPRISAAD to explore a more unified and collaborative approach to In-Service Training (INSET) programs among member institutions.

This MANCOM Meeting aims to provide a venue for:

- receiving updates and guidance from the Department of Education regarding current educational reforms;
- discussing the implications of these reforms on private schools in the province; and
- initiating conversations toward possible collaborative or unified INSET initiatives among NVPRISAAD member schools.

Considering the short preparation timeline and the ongoing school opening preparations of member institutions, the meeting is proposed as a half-day morning session. Due to the late notice and to maximize participation, the association is currently leaning toward conducting the meeting online, although an in-person venue may still be considered subject to availability and member consensus.

II. Project Title

NVPRISAAD MANCOM Meeting 2026

"Aligning Private School Leadership Amid Emerging Educational Reforms"

III. Date and Venue

Date: May 21, 2026

Time: 8:00 AM – 12:00 NN

Venue: Saber Inn Pavilion

IV. Objectives

The meeting aims to:

1. Discuss recent updates and developments from the Department of Education regarding:
 - the proposed Tri-Term Academic Calendar; and
 - the Strengthened Senior High School (SSHS) framework and implementation.
2. Provide a platform for dialogue between private school administrators and a guest representative from DepEd.



3. Discuss common challenges, preparations, and possible institutional responses among private schools in Nueva Vizcaya.
4. Explore the possibility of developing a unified or collaborative INSET program among NVPRISAAD member schools.
5. Strengthen collaboration and communication among member institutions.

V. Proposed Program Flow

Time	Activity	
8:00 – 8:10 AM	Opening Program: <ul style="list-style-type: none"> • Opening Prayer • National Anthem • Vizcaya Hymn 	Mrs. Maria Christina A. Ramel Principal, Preschool & Elementary Department, MWAI NVPRISAAD Auditor SY 26-27 AV Presentation AV Presentation
8:10 – 8:20 AM	Opening Remarks and Statement of Objectives	Mrs. Margaret Kaitlin S. McRae-Daniel , School Administrator, MWAI NVPRISAAD President SY 26-27
8:20 – 8:30 AM	Roll Call / Acknowledgment of Participants	
8:30 – 9:15 AM	Strategic Planning Session: Collaborative INSET and Faculty Development Initiatives among NVPRISAAD Member Schools	NVPRISAAD Officers
9:15 – 9:30 AM	Health Break	
9:30 AM – 11:30 NN	Session 1: DepEd Updates on the Proposed Tri-Term Academic Calendar	Rommel S. De Gracia, Ph.D., CESE OIC-CID Chief Schools Division of Nueva Vizcaya
11:30 – 12:00	Open Forum & Presentation of Certificate and Token of Gratitude	
12:00 – 1:00 PM	Lunch Break	
1:00 – 3:00 PM	Session 2: Updates on the Strengthened Senior High School (SSHS) Program	Orlando D. Vicente, Ph.D. EPS-TLE Schools Division of Nueva Vizcaya
3:00 – 3:30 PM	Open Forum & Presentation of Certificate and Token of Gratitude	
3:30 – 3:45 PM	Synthesis of Key Concerns, Agreements, and Possible Association Action Points	
3:45 – 4:00 PM	Other Matters, Closing Remarks, and Adjournment	

VI. Budgetary Requirements

Item	Amount
Venue Rental (Saber Inn Pavilion)	Php 9,000.00
Catered Lunch	Php 385/head
Snacks (Morning and Afternoon)	Php 200/head
Tokens & Certificates of Resource Persons	Php 3000
Total (estimated 30 pax)	Php 985/head ~ Php 1000

*All excess funds (if any) will be turned over to the NVPRISAAD Treasurer for safekeeping for future activities of the Association.





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Bayombong, Nueva Vizcaya

Prepared by:

Margaret Kaitlin McRae-Daniel

School Administrator, Muir Woods Academy, Inc.

President, Nueva Vizcaya Private School Association of Administrators (NVPRISAAD)



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