



2609-698

Republic of the Philippines
Department of Education
REGION I
SCHOOLS DIVISION OF VIGAN CITY

SDS

08 SEP 2026

DIVISION MEMORANDUMNo. 739 s. 2026

**ADJUSTMENT OF SCHEDULE FOR THE DISTRIBUTION OF LEARNERS'
PROGRESS REPORT CARDS AND CONDUCT OF PARENT-TEACHER
CONFERENCES**

To: Assistant Schools Division Superintendent
Chief Education Supervisor, SGOD and CID
Public Elementary and Secondary School Heads
All Others Concerned

1. Pursuant to the Joint Memorandum from the Undersecretary and Chief of Staff and Undersecretary for Learning Systems dated September 4, 2026, titled "Adjustment of Schedule for Learners' Progress Report Card Distribution and Parent-Teacher Conferences," school heads are authorized to make the necessary adjustments to the schedules for the distribution of learners' progress report cards and the conduct of parent-teacher conferences in view of the recent class suspensions. These activities shall be completed not later than September 18, 2026.
2. School heads shall inform the Schools Division Office of their adjusted school schedules for monitoring and coordination purposes.
3. Immediate dissemination and compliance with this Memorandum are directed
4. For information, guidance and compliance of all concerned.


VILMA D. EDA, CESO V
Schools Division Superintendent

Encl.: None
References: As Stated

CID/eca/DM_AdjustmentofScheduleDistributionofLearnersProgressReportCards
September 7, 2026





Republika ng Pilipinas
Department of Education

JOINT MEMORANDUM

2609-433 EK39

**FOR : Regional Directors
Schools Division Superintendents
Public Elementary and Secondary School Heads
All Others Concerned**

**FROM : [REDACTED]
ATTY. FATIMA LIPP D PANONTONGAN
Undersecretary and Chief of Staff**

**[REDACTED]
CARMELA C. ORACION
Undersecretary for Learning Systems**

**SUBJECT : ADJUSTMENT OF SCHEDULE FOR LEARNER'S PROGRESS
REPORT CARD DISTRIBUTION AND PARENT-TEACHER
CONFERENCES**

DATE : September 4, 2026

In view of the recent class suspensions, School Heads are hereby **authorized to adjust the schedule for the distribution of Learner's Progress Report Cards and the conduct of Parent-Teacher Conferences** in their respective schools, **as necessary, until 18 September 2026.**

School Heads shall inform their respective Schools Division Superintendent of the adjusted schedule for monitoring and coordination purposes.

Immediate dissemination of and strict compliance with this Memorandum is hereby directed.