



Republic of the Philippines  
Province of Oriental Mindoro  
MUNICIPALITY OF BULALACAO

## OFFICE OF THE SANGGUNIANG BAYAN

*Municipal Building, Poblacion, Bulalacao, 5214, Oriental Mindoro*

EXCERPTS FROM THE MINUTES OF THE REGULAR SESSION OF THE SANGGUNIANG BAYAN OF BULALACAO, ORIENTAL MINDORO HELD ON SEPTEMBER 21, 2018 AT THE SANGGUNIANG BAYAN SESSION HALL

**PRESENT:**

Hon. Ramon G. Magbanua	Municipal Vice Mayor/Presiding Officer
Hon. Dexter R. Gonzales	Sangguniang Bayan Member
Hon. Dennes M. Faner	Sangguniang Bayan Member
Hon. German S. Acosta	Sangguniang Bayan Member
Hon. Guillermo G. Salas, Jr.	Sangguniang Bayan Member
Hon. Elpidio N. Contreras, Jr	Sangguniang Bayan Member
Hon. Edwin C. Acheron	Sangguniang Bayan Member
Hon. Enrico C. Villas	Pangulo, Liga ng mga Barangay
Hon. Kim John Elco E. Cantos	SK Federation President

**ABSENT:**

Hon. Edezer F. Acheron	Sangguniang Bayan Member-O.B.
Hon. Teresita S. Bantugan	Sangguniang Bayan Member-Leave
Hon. Tulay M. Caring	IPM Representative-Leave

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### RESOLUTION NO. 18-09-241

**EARNESTLY REQUESTING THE DEPARTMENT OF EDUCATION THRU OIC-REGIONAL DIRECTOR BENJAMIN D. PARAGAS, CESO V AND ORIENTAL MINDORO SCHOOLS DIVISION SUPERINTENDENT MARIA LUISA D. SERVANDO TO ASSIGN THREE (3) ADMINISTRATIVE AIDE PLANTILLA POSITIONS TO CERTAIN ELEMENTARY AND HIGH SCHOOLS IN BULALACAO, ORIENTAL MINDORO**

**“WHEREAS**, school administrative aides help create and foster an environment in which students may learn effectively and contribute to better educational instructions to increase student motivation and achievement;

**“WHEREAS**, the position of an administrative aide shall provide administrative and clerical support duties, organizes and maintain records, types and prepare correspondence, sorts mail and operates other office equipments, maintain student attendance and other records, assist visitors in school campus and prepare school reports, letters and other documents;

**“WHEREAS**, the following elementary and secondary schools are in dire need of administrative aid plantilla positions in consideration of increasing enrollees every year which lead to additional administrative duties and functions; to wit:


- |                                  |                                     |
|----------------------------------|-------------------------------------|
| i. Bulalacao Central School      | vi. Milagrosa Elementary School     |
| ii. Campaasan Elementary School  | vii. Bulalacao National High School |
| iii. Cambunang Elementary School | viii. Maujao National High School   |
| iv. Nasucob Elementary School    | ix. San Roque National High School  |
| v. San Roque Elementary School   | x. Benli National High School       |


**Now, therefore, be it**


**RESOLVED AS IT IS HEREBY RESOLVED To:** Earnestly request the Department of Education thru OIC-Regional Director Benjamin D. Paragas, CESO V and Oriental Mindoro Schools Division Superintendent Maria Luisa D. Servando to assign three (3) Administrative Aide plantilla positions to certain elementary and high schools in Bulalacao, Oriental Mindoro,

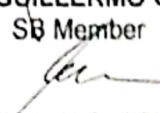
**ON MOTION** of SB Member Dexter R. Gonzales duly seconded by all members present, foregoing was...

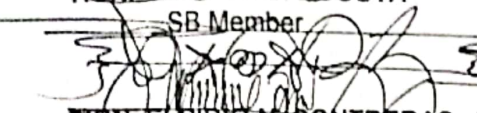
**APPROVED":** September 21, 2018. Bulalacao, Oriental Mindoro.

  
**HON. DEXTER R. GONZALES**  
SB Member

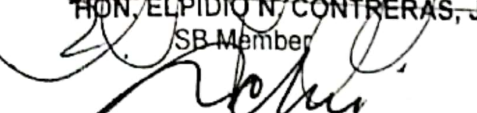
  
**HON. DENNES M. FANER**  
SB Member

  
**HON. GERMAN S. ACOSTA**  
SB Member

  
**HON. GUILLERMO G. SALAS, JR.**  
SB Member


  
**HON. ELPIDIO N. CONTRERAS, JR.**  
SB Member

  
**HON. EDWIN C. ACERON**  
SB Member

  
**HON. ENRICO C. VILLAS**  
Pangulo, Liga ng mga Brgy.

  
**HON. JOHN ELCO E. CANTOS**  
SK Federation President

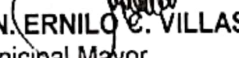
**CERTIFIED TRUE AND CORRECT:**

  
**PERLITA L. PAZ**  
Secretary to the Sanggunian

**ATTESTED:**

  
**HON. RAMON G. MAGBANUA**  
Municipal Vice Mayor/Presiding Officer

**APPROVED:**

  
**HON. ERNILO C. VILLAS**  
Municipal Mayor  
Date Signed: 10/31/2018