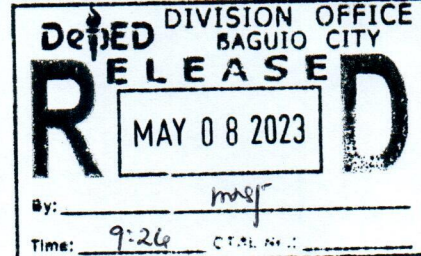




Republic of the Philippines
Department of Education
 CORDILLERA ADMINISTRATIVE REGION
SCHOOLS DIVISION OF BAGUIO CITY



08 May 2023

DIVISION MEMORANDUM

No. 176, s. 2023

DIVISION EXECUTIVE COMMITTEE MEETING

**TO : CHIEF EDUCATION SUPERVISORS
 EDUCATION PROGRAM SUPERVISORS
 PUBLIC SCHOOLS DISTRICT SUPERVISORS
 SECTION/UNIT HEADS
 ALL OTHERS CONCERNED**

1. This Office announces the conduct of the 2nd Executive Committee meeting on **May 11, 2023, Thursday from 8:30am** onwards which will be held face to face at the Division Training Hall.
2. Participants to the said meeting are the following:
 - a. SDS and ASDS (2)
 - b. CID and SGOD Chiefs (2)
 - c. Public Schools District Supervisors (9)
 - d. Education Program Supervisors (9)
 - e. Senior Education Program Specialists (4)
 - f. Medical Officer (1)
 - g. Dentist (1)
 - h. Nurse In-Charge (1)
 - i. Education Facilities In-charge (1)
 - j. ALS EPS-II (1)
 - k. OSDS Section Heads (5)
 - l. Support Staff (2)
 - m. Baguio Country Club ES School Head (1)

3. The agenda to be discussed are the following:

Topic	Personnel In-charge	Time Allotment
1. Preliminaries and Attendance	Secretariat	15 mins
2. Declaration of Quorum	ASDS Christopher Benigno	
3. Reading on minutes of previous meeting	Secretariat	
4. Matter arising from minutes of meeting	ASDS Christopher Benigno	10 mins
5. Presentation of Reading Program	Sharon Christianie Castillo	10 mins
6. Presentation of visual graphic map of Baguio based on the Phil-IRI and report on Synergia Reading Program	Marilyn Api-it and Harris Dizon	10 mins





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7. CARAA and RAF results disaggregating public and private schools	CID Chief and SGOD Chief	10 mins
8. Inventory and status of previous infrastructure projects and Status of payments on BEFF Projects	Physical Facilities and Accounting	20 mins
9. Status report of virtual classrooms, Project HyTEQ, TBI and report on the IT equipment utilized in these programs	Armi Victoria Fiangaan	10 mins
10. Status report of PPAs under SEF and General Fund	Belen Tomin	10 mins
11. Updates on Filled and Unfilled Positions	Nieves Ebanio	10 mins
12. Updates on School Masterplan	Atty. Annette Doyaoen	10 mins
13. Status report on Utilization of DCP and other ICT programs in schools	Haaris Dizon Jr.	10 mins
14. ASDS Updates	Christopher Benigno, PhD, EdD, CESO VI	10 mins
15. SDS Hour	Soraya Faculo, PhD, CESO VI	

- Presentations must be a maximum of 10 slides. Submit the presentations on May 10, 2023 to the MANCOM Secretariat's email (alma.gayob@deped.gov.ph).
- Immediate and wide dissemination of this memorandum is desired.

SORAYA T. FACULO, PhD, CESO VI
Assistant Schools Division Superintendent
Officer-in-Charge, Office of the Schools Division Superintendent

