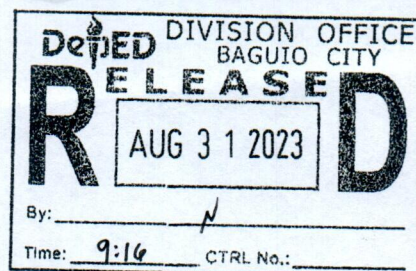




Republic of the Philippines
Department of Education
 Cordillera Administrative Region
SCHOOLS DIVISION OF BAGUIO CITY



31 August 2023

DIVISION MEMORANDUM

No. 350-2023

DIVISION MANAGEMENT COMMITTEE MEETING

To : Chief Education Supervisors
 Education Program Supervisors
 Public Schools District Supervisors
 Section/Unit Heads
 Public Elementary and Secondary School Heads
 All Others Concerned

1. This Office announces the conduct of the Management Committee meeting on **September 5, 2023, Tuesday 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:
- SDS and ASDS (2)
 - CID and SGOD Chiefs (2)
 - Public Schools District Supervisors (9)
 - Education Program Supervisors (9)
 - Senior Education Program Specialists (4)
 - Medical Officer (1)
 - Education Facilities In-charge (1)
 - ALS EPS-II (1)
 - OSDS Section Heads (5)
 - Support Staff (2)
 - Elementary and Secondary School Heads (67)

3. Agenda to be discussed:

Topic	Personnel-in-charge	Time Allotment
1. Preliminaries and attendance	Secretariat	10 mins
2. Declaration of Quorum	ASDS Christopher Benigno	
3. Beginning of School Year Report	- SGOD Planning & Research Section - CID CES - SGOD - SGOD	15 mins
3.1 Enrolment		15 mins
3.2 National Learning Camp		20 mins
3.3.1 2023-2024 Oplan Balik Eskwela (OBE) Monitoring and Evaluation Report		20 mins
3.3.2 2023 Brigada Eskwela Monitoring Report		





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4. Issues/Challenges and solutions to be implemented/ recommendations on the opening of classes	All PSDSs	1 hour
5. Reports and updates on the: 5.1 IPED Road Map and other major activities 5.2 Inqskwela Utilization 5.3 Smart Learning Communities 5.4 Reading Programs	-EPS L. Mangangey -EPS M. Tabangcura -EPS M. Malihod -EPS A. Fiangaan	15 mins 15 mins 15 mins 15 mins
6. Presentation of Key Take Aways and Action Plans from NAEL	CID – EPS in charge	20 mins
7. CCApp and CCSS	AO V	15 mins
8. Financial Updates	Budget and Accounting	20 mins
9. NLC Assessment and eIPCRF	ITO	15 mins
10. ASDS Updates	Christopher Benigno PhD, EdD, CESO VI	10 mins
11. SDS Hour	Soraya Faculo PhD, CESO VI	

- Submit the presentations with a maximum of 10 slide decks on or before September 4, 2023 to the MANCOM Secretariat's email (jordine.sacyaten@deped.gov.ph). The time allotment is provided for the presentation to be followed.
- Meals and snacks will be charged against the Division's MOOE.
- For any issues and concerns relative to this, please feel free to contact Jordine Sacyaten at 09201113486.
- 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

For the OIC Schools Division Superintendent:


CHRISTOPHER C. BENIGNO PhD, EdD, CESO VI
Assistant Schools Division Superintendent

