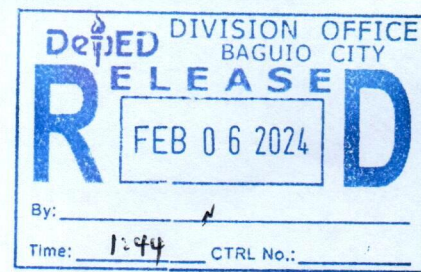




Republic of the Philippines
Department of Education
 Cordillera Administrative Region
SCHOOLS DIVISION OF BAGUIO CITY



February 5, 2024

OFFICE MEMORANDUM

No. 006-2024

CONDUCT OF DIVISION EXECUTIVE COMMITTEE MEETING

To: Chief Education Supervisors
 Education Program Supervisors
 Section/Unit Heads
 All Others Concerned

1. This Office announces the conduct of the 2nd Regular Division Executive Committee meeting on **February 13, 2024, Tuesday from 8:30 am** onwards at the 3rd Floor Division Office Training Hall.
2. Participants to the said meeting are the following:
 - a. SDS and ASDS (2)
 - b. CID and SGOD Chiefs (2)
 - c. OSDS Section/Unit Heads (5)
 - d. CID EPS (3)
 - e. SGOD Planning & Research (2)
 - f. Support Staff (3)
3. Agenda to be discussed:

Topic	Personnel-in-Charge	Time Allotment	Remarks
A. Preliminaries and attendance	Secretariat	15 mins	
B. Declaration of Quorum	ASDS Carmel Meris		
C. Reading and approval of the minutes of previous meetings	Secretariat		
Items for presentation			
1. 1 st Quarter PPA Procurement Status and Calendar of Activities	CID, SGOD, and OSDS	15 mins each	SDO Calendar synchronized with RO's calendar of activities
2. NAT and ELLN Results, Analysis, and Top 10 Recommendations	CID	15 mins	
3. District and Division Intervention Plan based on the GRACE PASS Assessment	CID	15 mins	use appropriate template for the plan

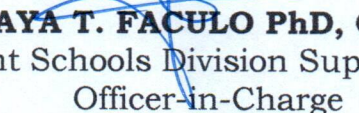




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4. Presentation of Unique Curriculum	CID	15 mins	to include plans
5. Report on Implementation of DepEd Order No.2, S. 2024	SGOD	15 mins	
6. Six-Year DEDP	Chiefs, Unit Heads & SGOD Planning and Research	15 mins	aligned with MATATAG and RO targets
D. ASDS Report	ASDS Carmel Meris		
E. SDS Report	SDS Soraya Faculo		

4. Submit presentations with a maximum of 5 slide decks on or before February 12, 2024 to the Secretariat's email (jordine.sacyaten@deped.gov.ph).
5. Immediate and widest dissemination of this Memorandum is directed.


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

