



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



July 17, 2024

OFFICE MEMORANDUM

No. **027-2024**

CONDUCT OF QUARTERLY DIVISION MONITORING, EVALUATION, AND ADJUSTMENT AND DIVISION EXECUTIVE COMMITTEE MEETING

To: Chief Education Supervisors
 Public Schools District Supervisors
 Education Program Supervisors
 OSDS and SGOD Section Heads
 All Others Concerned

1. This Office announces the conduct of the 2nd Quarter Division Monitoring, Evaluation, and Adjustment and Division Executive Committee meeting on **July 24, 2024, Wednesday from 8:30 am** onwards at the Baguio City National Science High School.

2. Participants to the said meeting are the following:

Participants	Number
SDS and ASDS	2
Chief Education Supervisors	2
CID-Public Schools District Supervisors	10
CID-Education Program Supervisors	10
SGOD-Education Program Supervisor	1
SGOD-Section Heads	4
OSDS-Section/Unit Heads	5
CID-EPS II ALS	1
SEF-Budget Officer	1
Support Staff	4
Total:	40 pax

3. Agenda to be discussed:

Topic	Personnel-in-Charge	Time Allotment	Remarks
A. Preliminaries and attendance	Secretariat	25 mins	
B. Declaration of Quorum	ASDS Carmel Meris		
C. Reading and approval of the Minutes of the Previous Meeting	Secretariat		
D. Matters arising from the previous meeting	ASDS Carmel Meris		



Address: 82 Military Cutoff Rd, Baguio, Benguet, 2600

Telephone No.: (074) 665-1231

Email Address: baguio.city@deped.gov.ph

DepEd Tayo Baguio City

<https://depedpines.com>



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

PART I - DEXECOM			
1. Presentation of Foundation Day Program	Nieves D. Ebanio	15 mins	
2. Management Letter and their Status	Lilibeth G. Degsi	15 mins	To indicate if they are acted upon or not
3. MLQES Integrated and Night School Proposal	Nixon C. Elahe	25 mins	
4. Presentation of BCNHS' enrollment profile	Rey Gapasin	25 mins	
5. Presentation on the submission of student incentives and the Gawad Lingap Program	Honeylette Engnggeg	25 mins	To present draft memo on the requirements and timeline of submission for CY 2024 and 2025
6. Budget Cycle Timeline/Calendar of Activities for SEF and GF	Honeylette Engnggeg	40 mins	To present timeline from preparation, submission, and implementation to liquidation Must be aligned with City Budget's timeline
6.1 Status of Unpaid Obligations for CY 2018-2023 under the SEF budget	Lilibeth G. Degsi		
7. PSDS' Report on District Accomplishments vis-à-vis SY 2023-2024 targets	PSDS Representative	30 mins	To highlight distinct accomplishment of each district
PART II - DMEA			
Issues and concerns of the ff. FDs a. CID b. SGOD c. OSDS	Asuncion Saguid	45 mins	
E. ASDS Report	ASDS Carmel Meris		
F. SDS Report	SDS Soraya Faculo		

- Submit presentations with a maximum of 5 slide decks on or before July 23, 2024 to the Secretariat's email (jordine.sacyaten@deped.gov.ph).
- 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

/OSDS/STF/jns