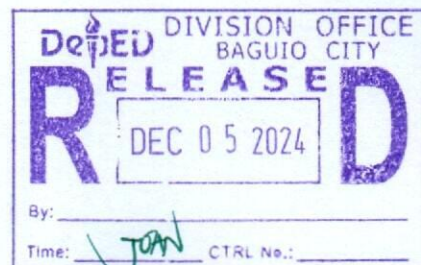




Republic of the Philippines
Department of Education
 Cordillera Administrative Region
SCHOOLS DIVISION OF BAGUIO CITY



December 4, 2024

DIVISION MEMORANDUM

No. 707-2024

CONDUCT OF DIVISION MANAGEMENT COMMITTEE MEETING WITH SCHOOL HEADS

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

1. This Office announces the conduct of Division Management Committee Meeting with School Heads on **December 16, 2024, Monday from 8:00 onwards** which will be held at the 3rd Floor Division Office Training Hall.

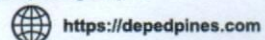
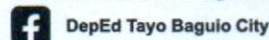
2. Participants to the said meeting are the following:
- a. SDS and ASDS (2)
 - b. CID and SGOD Chiefs (2)
 - c. Public Schools District Supervisors(10)
 - d. Education Program Supervisors(10)
 - e. Senior Education Program Specialists (4)
 - f. Education Facilities-in-charge(2)
 - g. ALS - EPS II (2)
 - h. Medical Officer (1)
 - i. OSDS Section Heads (5)
 - j. Support Staff (3)
 - k. School Heads (67)

3. Agenda to be discussed:

Topic	Personnel-in-charge
I. Preliminaries and attendance (8:00 – 8:15 am)	Secretariat
Welcome Remarks	SDS Soraya T. Faculo
II. Call to Order	Presiding Officer



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III. Items for presentation 1. OSDS Year End Accomplishments and Concerns a. Legal Services b. IT Services c. Administrative Unit d. Accounting Unit e. Budget Office	Atty. Annette L. Doyaoen Harris Dizon, ITO I Nieves D. Ebanio, AO V Lilibeth G. Degsi, Accountant III Belen R. Tomin, Budget Officer
2. School Governance and Operations Division Year End Accomplishments and Concerns a. Verification of School Site b. Masterplan and Masterlist c. Result of SBM d. Bullying e. Mapping Results and Planning of Cultural and Natural Heritage	Niño M. Tibangay, SGOD Chief Jerry C. Ymson, EPS Blenda Louise F. Alacyang, Engr I
3. Curriculum Implementation Division a. Assessment Results b. Monitoring Results c. CRLA, RMA, Khan Academy Results	Juliet C. Sannad, CID Chief
IV. SDS Hour	SDS Soraya T. Faculo
V. SPOT Awards	c/o Chiefs, Unit and Section Heads

- Submit presentations with a maximum of 5 slide decks on or before December 13, 2024 to the Secretariat's email (julieabegail.martillana@deped.gov.ph).
- For information, guidance, and compliance of all concerned.


SORAYA T. FACULO PhD, CESO VI
Schools Division Superintendent

/OSDS/stf/afi