



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



April 4, 2025

DIVISION MEMORANDUM

No. **247-2025**

1st REGULAR MANCOM WITH SCHOOL HEADS FOR CY 2025

To : Office of the Assistant Schools Division Superintendent
Chief Education Supervisors
Public Schools District Supervisors
Education Program Supervisors
OSDS and SGOD Section Heads
School Heads
All Others Concerned

1. This Office announces the conduct of the **1st Regular ManCom with School Heads on June 3, 2025 Tuesday from 8:30am onwards** venue to be announced.

2. Participants to the said meeting are the following:

Participants	Number
SDS	1
ASDS	1
Chief Education Supervisors	2
CID-Public Schools District Supervisors	10
CID- Education Program Supervisors	10
CID- Education Program Specialist (ALS)	2
OSDS Section Heads	5
OSDS BAC Secretariat	1
SGOD Senior Education Program Supervisor	1
SGOD Education Program Specialists	4
SGOD Education Facilities	1
SGOD Program Development Officer (DRRM)	1
Medical Officer	1
School Heads	67
Support Staff	3
TOTAL	110

3. The agenda to be discussed are as follows:

Topic	Personnel in-charge	Time Allotment
A. Preliminaries and Attendance	Secretariat	20 mins
B. Declaration of Quorum	OIC-ASDS Carmel F. Meris	
C. Agenda		
1. a. OPCR 2024 Results b. PRAISE Plans & Targets	OIC-ASDS Carmel F. Meris	20 mins
2. a. JDVP Report & DO3 S. 2025 implementation b. Strengthened Senior High	Curriculum Implementation Division	10 mins Each



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Curriculum c. NAT G6 & G12 Analysis d. Reading Results e. Curriculum Innovations/Programs f. 2025 Targets		
3. a. SBFP b. WASH & WINS c. HRD – TA Results d. SMME – TA Results e. Monitoring Report on Designation for teaching related Assignments f. SGOD Innovations/Programs g. Brigada Eskwela h. Research & Planning i. Education Facilities j. Disaster Risk Reduction Management (DRRM) 2025 Targets	School Governance & Operations Division	10 mins each
4. a. School Sites b. LSIS c. 2025 Targets	Legal Unit	20 mins
5. a. E-IPCR Results b. 2025 Targets	ITO Unit	15 mins
6. a. Budget Utilization b. AOM-Schools c. 2025 Targets	Budget & Accounting	10 mins each
7. a. GSIS Reconciliation <i>8 GSIS Touch</i> b. 2025 Targets	Administrative Unit	15 mins
D. ASDS Hour	OIC-ASDS Carmel F. Meris	
E. SDS Hour	SDS SORAYA T. FACULO, PhD, CESO VI	

4. Upload presentations with a maximum of 5 slide decks not later than **June 1, 2025** to julieabegail.martillana@deped.gov.ph.

5. Immediate dissemination of and compliance with this Memorandum is earnestly desired.

SORAYA T. FACULO, PhD, CESO VI
 Schools Division Superintendent

OSDS/STF/cfm/jalcm