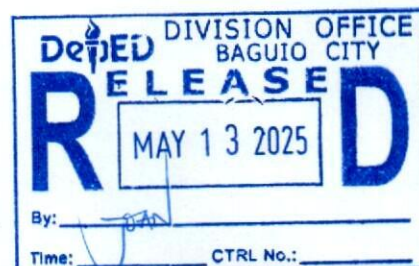




Republic of the Philippines  
**Department of Education**  
Cordillera Administrative Region  
**SCHOOLS DIVISION OF BAGUIO CITY**



09 May 2025

**OFFICE MEMORANDUM**

No. 029,2025

**4TH REGULAR DIVISION EXECUTIVE COMMITTEE MEETING**

To: Assistant Schools Division Superintendent  
Chief Education Supervisors  
OSDS Section Heads  
Identified CID and SGOD Personnel  
All Others Concerned

1. This Office announces the conduct of the **4<sup>th</sup> Regular Division Executive Committee Meeting** on June 2, 2025, 9:00 AM at the 3<sup>rd</sup> Floor Training Hall, SDO Baguio City.
2. The meeting aims to report, discuss, and evaluate SDO activities and programs to ensure that all are being implemented as intended.
3. The DExeCom agenda and official list of participants are enclosed for reference. The minutes of the previous meeting can be accessed through the DExeCom's Google Drive: <https://tinyurl.com/3zzcru6d>.
4. In preparation for the meeting, presenters are requested to submit their reports with a maximum of 5 slide decks to the secretariat's email through the email address: [jordine.sacyaten@deped.gov.ph](mailto:jordine.sacyaten@deped.gov.ph) on or before May 28, 2025.
5. For information, guidance, and compliance of all concerned.

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

Enclosure

1. List of Participants
2. Meeting Schedule

/OSDS/STF/jns





**Republic of the Philippines**  
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**Enclosure 1. Meeting schedule**

<b>Time</b>	<b>Task/Topic</b>	<b>Personnel-in-Charge</b>
9:00-9:30 AM	Roll Call and Declaration of Quorum	Secretariat
	Call to order	OIC-ASDS Carmel F. Meris
	Presentation and adoption of the agenda	
	Reading and approval of the minutes of the previous meeting	Secretariat
	<b>Reports:</b>	
9:31-10:00 AM	1. Budget Utilization Report	Belen R. Tomin
10:01-10:20 AM	Health Break	
10:21-10:40 AM	2. SEF/GF Status	Aira Mae L. Ongngad
10:41-12:00 NN	3. Midyear Accomplishment Report and 2025 Targets a. CID b. SGOD	CID CES Juliet C. Sannad SGOD CES Niño M. Tibangay
12:01-1:00 PM	Lunch Break	
1:01-2:40 PM	Continuation of Accomplishment Reports and 2025 Targets c. Accounting d. Administrative d.1 GSIS Reconciliation & GSIS Touch e. ICT f. Legal f.1 School Sites	- OSDS  Lilibeth G. Degsi Nieves D. Ebanio  Harris G. Dizon Annette L. Doyaoen
2:41-3:00 PM	4. DEDP and AIP Assessment	OIC-ASDS Carmel F. Meris
3:00-3:15 PM	Health Break	
3:16-3:30 PM	5. PRAISE Plans & Targets	OIC-ASDS Carmel F. Meris
3:31-4:00 PM	SDS Hour	SDS Soraya Faculo
4:00 PM	Adjournment of the Meeting	OIC-ASDS Carmel F. Meris





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**Enclosure 2. List of Participants**

No.	Name	Designation	Office
1	Soraya T. Faculo	Schools Division Superintendent	OSDS
2	Carmel F. Meris	OIC Assistant Schools Division Superintendent	OSDS
3	Niño M. Tibangay	Chief Education Supervisor	SGOD
4	Juliet C. Sannad	Chief Education Supervisor	CID
5	Virginia C. Alindayo	Education Program Supervisor	CID
6	Marilyn S. Api-it	Education Program Supervisor	CID
7	Sydney Shan M. Cariño	Education Program Supervisor	CID
8	Francisco C. Copsiyan	Education Program Supervisor	CID
9	Nora D. Dalapnas	Education Program Supervisor	CID
10	Armi Victori A. Fiangaan	Education Program Supervisor	CID
11	Mary Jane N. Malihod	Education Program Supervisor	CID
12	Loida C. Mangangey	Education Program Supervisor	CID
13	Lolita A. Manzano	Education Program Supervisor	CID
14	Marina D. Tabangcura	Education Program Supervisor	CID
15	Nixon C. Elahe	Public Schools District Supervisor	CID
16	Jayreros S. Guevara	Public Schools District Supervisor	CID
17	Jojo Ambros	Education Program Specialist-ALS	CID
18	Rheineck Caparas	Education Program Specialist-ALS	CID
19	Jerry C. Ymson	Education Program Supervisor	SGOD
20	Jovelyn Petra T. Balantin	Senior Education Program Specialist	SGOD
21	Juliet D. Piok	Senior Education Program Specialist	SGOD
22	Asuncion C. Saguid	Senior Education Program Specialist	SGOD
23	Jimmy S. Santos	Senior Education Program Specialist	SGOD
24	Olivia O. Gomez	Planning Officer III	SGOD
25	Jordan B. Gas-ib	Engineer III	SGOD
26	Arlene O. Awing	Medical Officer III	SGOD
27	Jowellrey Orpilla	Nurse II	SGOD
28	Jill Laban	Nurse II	SGOD
29	Cliftone K. Bangse-il	Project Development Officer II	SGOD
30	Lilibeth G. Degsi	Accountant III	OSDS
31	Harris G. Dizon, Jr.	Information Technology Officer I	OSDS
32	Annette L. Doyaoen	Attorney III	OSDS
33	Nieves D. Ebanio	Administrative Officer V	OSDS
34	Belen R. Tomin	Budget Officer III	OSDS
35	Vima G. Cadungog	Administrative Officer IV	OSDS
36	Aira Mae L. Ongngad	Project Development Officer I	SGOD
37	Frederick L. Arciaga	Administrative Officer II	OSDS
38	Jordine N. Sacyaten	Administrative Aide VI	OSDS
39	Jeahlyn B. Dumag	Administrative Aide IV	OSDS
40	Mary Ann Kidwas	Administrative Aide VI	OSDS