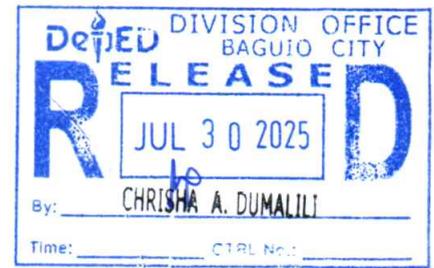




Republic of the Philippines
Department of Education
 Cordillera Administrative Region
SCHOOLS DIVISION OF BAGUIO CITY



30 July 2025

OFFICE MEMORANDUM

No. 054,2025

5TH REGULAR DIVISION EXECUTIVE COMMITTEE MEETING

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

- This Office announces the conduct of the **5th Regular Division Executive Committee Meeting** on August 5, 2025, 9:00 AM at the 3rd Floor Training Hall, SDO Baguio City.
- The meeting aims to report, discuss, and evaluate SDO activities and programs to ensure that all are being implemented as intended.
- 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	6
SEF Representative	1
OSDS-Section Heads	5
Support Staff	3
Total:	40 pax

- The order of business is as follows:

Time	Task/Topic	Personnel-in-Charge
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





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	Matters arising from the previous meeting	
	Reports:	
9:31-10:00 AM	1. Budget Utilization Report	Belen R. Tomin
10:01-10:15 AM	Health Break	
10:16-10:30 AM	2. Updates on SEF and GF	Aira Mae L. Ongngad
10:31-10:50 AM	3. SEF actions to LSB agenda	Nieves D. Ebanion & Lilibeth G. Degsi
10:51-11:26 AM	4. ARAL progress report; BOSY, Phil-IRI, CRLA, and RMA Action Items	CID – EPSs
11:26-11:45 AM	5. Status of resolutions to complaints	Jerry C. Ymson
11:46-12:00 AM	6. Targets and timelines for COS deployed at the Division Office	SGOD and Legal
12:01-1:00 PM	Lunch Break	
1:01-1:20 PM	7. Presentation of proposal on addressing JHS dropout	CID and SGOD
1:21-2:40 PM	8. Reports of Chiefs and Section Heads -OSDS -SGOD -CID	OSDS Section Heads CID and SGOD Chiefs
2:41-2:50 PM	Health Break	
2:51-3:10 PM	<i>(continuation of reports)</i>	
3:11-3:30 PM	ASDS Reminders	OIC-ASDS Carmel F. Meris
3:31-4:00 PM	SDS Hour	SDS Soraya T. Faculo
4:00 PM	Adjournment of the Meeting	

- The Matters Arising for actions and minutes of the previous meeting can be accessed through the DExeCom's Google Drive: <https://tinyurl.com/3ydh5jnu>.
- 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 on or before August 4, 2025.
- For information, guidance, and compliance of all concerned.


SORAYA T. FACULO PhD, CESO VI
Schools Division Superintendent

/OSDS/STF/jns