



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

January 26, 2026

DIVISION MEMORANDUM

No. 069-2026

2nd REGULAR DIVISION EXECUTIVE MANAGEMENT COMMITTEE MEETING

To : Assistant Schools Division Superintendent
 Chief Education Supervisors
 OSDS Section Heads
 Public Schools Division Supervisors
 Education Program Supervisors
 All others Concerned

1. This Office announces the conduct of the **2nd Regular Division Executive Committee Meeting** on **February 2, 2026 Monday** from **9:00am onwards** which will be held at the **3rd floor Division Training Hall**.
2. Participants to the said meeting are the following:

Participants	Number
SDS	1
ASDS	1
Chief Education Supervisors	2
OSDS Section Heads	5
CID EPS	10
PSDS	10
CID-ALS	1
SGOD Personnel	9
- LRPO EPS	
- Socmob	
- Planning	
- Education Facilities	
- SMME	
- Youth Formation	
- DRRM	
- School Health Unit	
- HRD	
SEF Budget Officer	1
Support Staff	3
Total	43



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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	SDS SORAYA T. FACULO, PhD, CESO V	
C. Reading and approval of the minutes of the previous meeting	Secretariat	
D. Matters arising from minutes of meeting	Secretariat	
E. Item for Discussion		
1. Baguio SPED Center Proposal Direction	School Head Rommel Manzano	15 mins
F. Items for Presentation		
1. District 6 Formative Assessment Scorecard	PSDS Jayrerose Guevara	10 mins
2. Assessment learning gaps, Identify Subjects where performance is lagging, District performance, Innovations & Best Practices	All District Supervisors	(5 mins each)
3. Action Plan of School Health and Nutrition Unit on SDO Wellness Program and School Health Programs	SGOD – SHN Dr. Arlene Awing	10 mins
G. Items for Updates		
1. Budget Utilization	Belen Tomin, Budget Officer V	20 mins
2. SEF / GF Report	Aira Mae Ongngad, SEF AO II	20 mins
3. School for the Arts & Sports Preparation Timeline	ASDS Carmel F. Meris	30 mins
4. PGS Commitments & Timeline	SGOD-SEPS Jimmy Santos	30 mins
5. Calendar of Activities	ITO-Harris Dizon Jr.	30 mins
H. SDS Hour	SORAYA T. FACULO, PhD, CESO V	

4. Submit presentations with a maximum of 5 slide decks on or before January 30, 2026 to the DExeCom secretariat's email (julieabegail.martillana@deped.gov.ph).

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

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