



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

February 18, 2026

**DIVISION MEMORANDUM**

No. 148-2026

**3<sup>rd</sup> 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 **3<sup>rd</sup> Regular Division Executive Committee Meeting** on **March 2, 2026 Monday** from **9:00am onwards** which will be held at the **3<sup>rd</sup> 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 - LRPO EPS - Socmob - Planning - Education Facilities - SMME - Youth Formation - DRRM - School Health Unit - HRD	9
SEF Budget Officer	1
Support Staff	3
Crystal Cave IS - School Principal	1
IU School Heads	7
IU Finance Representatives	7
<b>Total</b>	<b>58</b>



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3. The agenda to be discussed are as follows:

Topic	Personnel in-charge	Time Allotment
<b>A. Preliminaries and Attendance</b>	Secretariat	20 mins
<b>B. Declaration of Quorum</b>	SDS SORAYA T. FACULO, PhD, CESO V	
<b>C. Reading and approval of the minutes of the previous meeting</b>	Secretariat	
<b>D. Matters arising from minutes of meeting</b>	Secretariat	
<b>E. Items for Discussion</b>		
1. Innovation	Julia A. Biligan - School Principal	30 mins
2. Anti-Bribery Management (ISO 37001)	EPS Jerry Ymson	30 mins
<b>F. Items for Presentation</b>		
1. Presentation of Programs on Instructional Supervision	All Education Program Supervisors (EPS-CID)	(5 mins each)
2. Analysis of Programs, Projects and Activities.	<ul style="list-style-type: none"><li>- LRPO</li><li>- Socmob</li><li>- Planning</li><li>- Education Facilities</li><li>- SMME</li><li>- Youth Formation</li><li>- DRRM</li><li>- School Health Unit</li><li>- HRD</li></ul>	(5 mins each)
<b>G. Items for Updates</b>		
1. Budget Utilization	Belen Tomin, Budget Officer V	20 mins
2. SEF / GF Report	Aira Mae Ongngad, SEF AO II	20 mins
3. Results of Monitoring of School Canteen Operations	EPS Jerry Ymson	10 mins
4. School for the Arts Updates	SGOD-SEPS Jimmy Santos	15 mins
5. Progress Report on PGS	ASDS CARMEL F. MERIS	30 mins
<b>H. SDS Hour</b>	SORAYA T. FACULO, PhD, CESO V	

4. Upload presentations with a maximum of 5 slide decks on or before February 27, 2026 to <https://tinyurl.com/2uxf9rsm>.

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

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

STF/kal