



Republic of the Philippines
Department of Education
Region XII
Schools Division Office of Tacurong City

January 3, 2025

DIVISION MEMORANDUM

SGOD No. 004, 2025

1st DIVISION MANAGEMENT COMMITTEE MEETING 2025

- To: Assistant Schools Division Superintendent
Chief Education Supervisors, CID & SGOD
Education Program Supervisors
Division Section Heads
Elementary and Secondary School Administrators
This Division
- The 1st Division Management Committee (DMANCOM) Meeting is scheduled on January 13, 2025, at 8:30 in the morning at the Division Conference Hall, Division Office Compound, Alunan Highway, Poblacion, City of Tacurong.
 - The following are the topics to be discussed during the meeting:
 - Assessment Updates - PISA Approach and Style
 - TESDA – TVL Assessment
 - Capacity Enhancement for Career Stage 1 School Administrators
 - Updates on DSPC, DFOT, RSPC and RFOT
 - SBM Self-Assessment
 - DO 005 s. 2024 – Rationalization of Teachers’ Workload in Public Schools and Payment of Overload
 - DO 18, s. 2024 – Delegation of Signing Authority for Foreign Travel
 - SY 2025 – 2026 – New SHS Curriculum
 - DO 22, s. 2024 – Revised Guidelines on Class and Work Suspensions in Schools During Disasters and Emergencies
 - Other Matters
 - Attendees to this management meeting are the regular members of the DMANCOM composed of the Schools Division Superintendent, Assistant Schools Division Superintendent, Functional Division Chiefs, Education Program Supervisors, all members of the CID and SGOD, and all School Administrators of the elementary and secondary schools.
 - The Division Section Heads are advised to prepare a presentation for the topics assigned to be discussed as indicated in the matrix.
 - Enclosed is the Indicative Schedule of Activities for the ready reference of all concerned.



Address: Alunan Highway, Poblacion, Tacurong City 9800
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6. Food and other related expenses shall be charged against the Division MOOE subject to the usual accounting and auditing rules and regulations.

7. For the information and guidance of all concerned.


GILDO G. MOSQUEDA, CEO VI
Schools Division Superintendent

Enclosures: As stated
Reference: RM ORD – 2024 – 050
Allotment: 1 – 2



To be indicated in the Perpetual Index under the following subjects:

MANAGEMENT

MEETING

MDR/DM/SGOD/1st DIVISION MANAGEMENT COMMITTEE MEETING 2025/January 3, 2025



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Enclosure to Division Memorandum SGOD No. 004, s. 2025

Indicative Schedule of Activities

Time	Activity	Person Responsible
8:15 – 8:30	Arrival and Attendance	DManCom Secretariat
8:31 – 8:45	Opening Program <ul style="list-style-type: none">PrayerNational AnthemRegional HymnSultan Kudarat MarchTacurong City HymnCSDT Hymn	DManCom Secretariat
8:46 – 9:00	Meeting Proper <ul style="list-style-type: none">Call to OrderApproval of the previous MoMBusiness arising from the previous MoMApproval of the provisional agenda	Gildo G. Mosqueda, CEO VI SDS
Division Section Heads' Time		
9:01 – 12:00	DO 005 s. 2024 – Rationalization of Teachers' Workload in Public Schools and Payment of Overload	Zenaida B. Porras AO V
	DO 18, s. 2024 – Delegation of Signing Authority for Foreign Travel	Zenaida B. Porras AO V
Lunch Break		
1:01 – 1:20	Accounting and Budget Updates	Sheryll A. Moradas AO V Jonel G. Solomon Accountant III
1:21 – 1:40	Admin Updates	Glenda P. Orcinado AO IV
1:41 – 2:00	Supply Updates	Vivien O. Lima AO IV
2:00 – 2:30	CID Updates <ul style="list-style-type: none">PISA Approach and StyleTESDA – TVL AssessmentDSPC, DFOTRSPC and RFOTNew SHS Curriculum	Arlene Rosa G. Arquiza CID Chief



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2:31 – 3:00	SGOD Updates <ul style="list-style-type: none">• DO 22, s. 2024 – Revised Guidelines on Class and Work Suspensions in Schools During Disasters and Emergencies• SBM Self-Assessment	Mayflor D. Romualdo SGOD Chief
3:01 – 3:30	Assistant Schools Division Superintendent's Time	Gilbert B. Barrera, CESE ASDS
3:31 – 4:30	Schools Division Superintendent's Time	Gildo G. Mosqueda, CEO VI SDS



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