



Republic of the Philippines
Department of Education
 REGION II – CAGAYAN VALLEY
 SCHOOLS DIVISION OF TUGUEGARAO CITY

OSDS-2020-170

February 20, 2020

DIVISION MEMORANDUM

No. 052, s. 20 20

**CORRIGENDA TO DIVISION MEMORANDUM 048, S. 2020
 RE: DIVISION MANAGEMENT COMMITTEE (MANCOM) MEETING**

**To: Assistant Schools Division Superintendent
 CID and SGOD Chiefs
 Education Program Supervisors
 Public Schools District Supervisors
 Unit/Section Heads
 Planning Officer
 Division IT Officer
 Division Legal Officer
 Public Elementary and Secondary School Heads
 Documenters
 All Concerned**

1. The Division of Tuguegarao City will conduct a Management Committee (MANCOM) Meeting on February 21, 2020, 7:00 AM in Gosi National High School.
2. Other schools in the West District are enjoined to assist in the preparation of the host school.
2. The MANCOM schedule and agenda are the following:

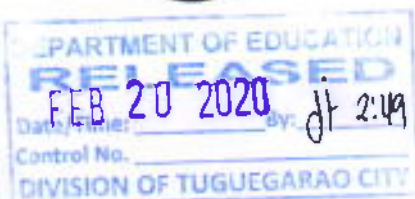
7:15-8:15 AM	Mass	SDO	
8:15-8:30 AM	Preliminaries	Gosi National High School	
8:30-9:00 AM	Break		
	Presentation of KITE (1 st Quarter of 2020)	K -Analiza Talattad I -Junar Datul T -Rizalina Tuliao E -Janet Dulin	Carmen Acain Chelo Tangan Grace Macababbad Elpidio Mabasa



Address: Regional Government Center, Carig Sur, Tuguegarao City, 3500
 Telephone Nos.: (078) 844-7925; (078) 377-8805
 Email Address: tuguegarao@deped.gov.ph
 Website: depedtuguegarao.com



Doc Code:	FM-ORD-005	Rev	00
As of:	July 2, 2018	Page	1



	Presentation of Division KITE	Estela Cabaro
	BSP/GSP Matters	Jessica Delfin (GSP Council Executive) Alfredo Javier (BSP Council Executive)
	OSDS Updates	Ventura Durian (AO V-General Services) Flor Marie Turingan (AO IV-Supply)
	No Collection Policy	Atty. Jeremy Jones Maramag
	Hiring Guidelines	ASDS Jesus Maggay
	Application for CPD Units/Accreditation of CPD Providers	Rodrigo Balaqui, Jr., Ph. D., Regional Director, PRC/ Mr. Arnel Melad
	Search for Zero Non-Reader Class/School	Josephine Gammad
	Reiteration of Division Memo re: Contingency Plans for Teachers on Travel/Leave (D.M. 430 s. 2017)	SDS Reynante Caliguiran
	Monitoring Learners' Attendance	
	Policy on the Conduct of School Convocation/Activities	
	PPST-RPMS	Gina Durian
	DO 11, s. 2018 DO 30, s. 2017 DO 39, s. 2018	Estela Cabaro/Ronnie Arellano
	SGOD Updates	SGOD Chief/Unit Heads <ul style="list-style-type: none"> • L&D Calendar • Planning Parameters • Other PAPs Updates
	Best Performing Districts/Schools Criteria	Gina Durian

3. Presenters are given 3-5 minutes to deliver their presentations/reports. A timekeeper is assigned to remind presenters of the remaining time for their presentation.

4. In-charge of logistics are the following:



Address: Regional Government Center, Carig Sur, Tuguegarao City, 3500
 Telephone Nos.: (078) 844-7925; (078) 377-8805
 Email Address: tuguegarao@deped.gov.ph
 Website: depedtuguegarao.com

Doc Code:	FM-ORD-005	Rev:	00
As of:	July 2, 2018	Page:	2

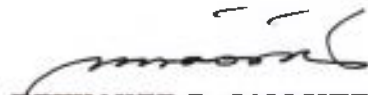


Task	Person/s Responsible
1. Attendance	Joan Cacacho
2. Timekeeping and pictures	Rose Dulin
3. Evaluation	Cherry Roque
4. Program Management	Gina Durian/SGOD
5. Venue and Program Preliminaries	Gosi National High School and schools in the West District
6. Newsletter	Josephine Gammad and Jessica Castaneda
7. Minutes of the Meeting	Suzanne Palmera

5. Attached is the template to be used for KITE presentation.

6. All participants must be in smart casual attire.

7. For information and compliance.



REYNANTE Z. CALIGUIRAN
Assistant Schools Division Superintendent
Officer In-Charge
Office of the Schools Division Superintendent

OSDS/rzc/aileen



Address: Regional Government Center, Carig Sur, Tuguegarao City, 3500
Telephone Nos.: (078) 844-7925; (078) 377-8805
Email Address: tuguegarao@deped.gov.ph
Website: depedtuguegarao.com

Doc Code:	FM-ORD-005	Rev:	00
As of:	July 2, 2018	Page:	3



TEMPLATE FOR KITE PRESENTATION
(January-March, 2020, 3-5 minutes presentation only)

Pillar of Sulong Kalidad	Programs, Project and Activities	Physical Target	Physical Accomplishments	Financial Target	Financial Accomplishments	Source of Fund
1. K to 12 curriculum review and update (Analiza Talattad & Carmen Acain)						
2. Improving the learning environment (Junar Datul & Chelo Tangan)						
3. Teachers' upskilling and reskilling (Rizalina Tuliao & Grace Macababbad)						
4. Engagement of stakeholders for support and collaboration (Janet Dulin & Elpidio Mabasa)						