



Department of Education
Region III
DIVISION OF ANGELES CITY

Jesus Street, PulungBulu, Angeles City
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RELEASED

JAN 19 2018

DepED Angeles City
Division of City Schools

January 17, 2018

DIVISION MEMORANDUM
No. 36 S. 2018

**MANAGEMENT COMMITTEE MEETING (MANCOM) FOR THE
MONTH OF JANUARY 2018**

TO: OIC-Assistant Schools Division Superintendent
Chiefs, CID and SGOD
Education Program Supervisors
Public Schools District Supervisors
Senior Education Program Specialists
Education Program Specialists
Public Elementary and Secondary School Heads/OICs
Division Unit Heads

1. Please be informed that there will be a Division Management Committee Meeting on **January 23, 2018, Tuesday, 8:00 am - 12:00 nn., Gabaldon Building, DepEd Angeles City.**
2. Participants to this meeting are the OIC-Assistant Schools Division Superintendent, Chiefs, CID and SGOD, Education Program Supervisors, Public Schools District Supervisors, Senior Education Program Specialists, Education Program Specialists, Public Elementary and Secondary School Heads/OICs, and Division Unit Heads.
3. In charge of the program and preparations relative to the holding of January 2018 MANCOM is Cluster 9 under the supervision of Mr. Amando C. Yutuc, Public Schools Division Supervisor.
4. There will be a registration fee of P350.00 to cover meals and other expenses to be incurred during this meeting which will be charged against School/Division MOOE and/or Canteen funds subject to usual accounting and auditing rules and regulations.
5. **Registration starts at 7:30 a.m.** Punctual attendance of all concerned is enjoined.
6. Immediate and wide dissemination of the contents of this Memorandum is desired.

LEILANI SAMSON-CUNANAN, CESO VI
Officer-in-Charge
Office of the Schools Division Superintendent



Department of Education
Region III
DIVISION OF CITY SCHOOLS



Division Management Committee (MANCOM) Meeting
October 23, 2017
Gabaldon Building, PulungBulo, Angeles City
Host: WEST DISTRICT

MINUTES OF THE MEETING

Office of the Schools Division Superintendent	Curriculum Implementation Division (CID)	Schools Governance and Operations Division (SGOD)	
SDS Leilani S. Cunanan, CESO VI Presiding Officer ASDS Ma. Celina L. Vega Atty. Cristina C. Miguel Luzviminda D. Maghuyop	1. Victoriana P. Bondoc 2. Roger L. Nuqui 3. Ana Merla A. Magtoto 4. Leonida K. Quinto 5. Ma. Esperanza S. Malang 6. Edgardo D. Nunag 7. Cesar M. Hernandez 8. Amando C. Yutuc 9. Gemima A. Estrabillo 10. Reynaldo G. Cabrera 11. Wilvenilo C. Calma 12. Rochella C. David 13. Anna Marie Carmen M. Romero 14. Obresita T. Panlilio 15. Remedios M. Flores		1

North District	East District	West District	
<ol style="list-style-type: none"> 1. Nenita H. Jorquia 2. Helen G. Juguilon 3. Allan R. Traquina 4. Maria Carolina C. Viray 5. Frederick M. Simbulan 6. Alfredo F. Manlapaz Jr. 7. Vilma B. Liao 8. Joel E. Masangkay 9. Esperanza C, Nabong 	<ol style="list-style-type: none"> 1. Nino C. Arceo 2. Neneth C. Tuazon 3. Victoria G. Torres 4. Helen T. Cahulogan 5. Alan B. Nacu 6. Enrique P. Capulong 7. Ariel B. Tayag 8. Ericson P. Cabrera 9. Jenniffer S. Quiazon 10. Elvira P. Guina 	<ol style="list-style-type: none"> 1. Emelita C. Gomez 2. Laura C. Paras 3. Annabelle P. Nucum 4. Rita A. Dalusung 5. Almira S. Mendoza 6. Eliza P. Buan 	2
South District	Secondary	Division Office	
<ol style="list-style-type: none"> 1. Richard U. Ayson 2. Melody M. Velasco 3. Rosalinda G. Micalat 4. Rowena P. Khoo 5. Fernanda F. Camaya 6. Edweneo L. Bongo 7. Jayson G. Guzman 7. Maria Tara D. Clemente 	<ol style="list-style-type: none"> 1. Ariel T. Perez 2. Edna V. Tongol 3. Estrelita D. Lecaros 4. Leonora Z. Agustin 5. Hilda N. Garcia 6. Nerrisa N. Valdez 7. Jennifer Y. Santos 8. Zenaida D. Quiambao 9. Priscilla C. Cabuquit 10. Hermes P. Vargas 11. Elmer S. Dayrit 12. Cazarina L. David 13. Walter Estabillo 		3

PERSONS INVOLVED	PRELIMINARIES		
<p>Mrs. Laura C. Paras Mrs. Almira C. Mendoza Mr. Cezar M. Hernandez</p>	<p>Registration started at 7:00 a.m., and ended at 8:30a.m.</p>		4
<p>Mrs. Eliza P. Buan Principal II Edilberto M. Ganzon Elementary School</p> <p>Mrs. Annabelle P. Nucum Principal IV Sta. Teresita Elementary School</p> <p>Mrs. Leonida K. Quinto Public Schools District Supervisor West District</p> <p>Mrs. Emelita C. Gomez Principal II Pampang Elementary School</p> <p>Mr. Cezar M. Hernandez Public Schools District Supervisor</p> <p>Ma. Celina L. Vega OIC- Assistant Schools Division Superintendent</p>	<p>Mini-Opening Program started at 8:46. and ended 9:20 at a.m.</p> <p>Acted as the Master of Ceremonies</p> <p>Led the Opening Prayer</p> <p>Welcomed the participants.</p> <p>Tendered the Roll Call of the Participants.</p> <p>Touched the hearts to inspire.</p> <p>A birthday song and prayers were offered for the birthday celebrators for the month of October, 2017.</p>		5

SPEAKER/DISCUSSANT	ISSUES/CONCERNS/TOPICS	COMMENTS/RECOMMENDATIONS/ SOLUTIONS/AGREEMENTS	
<p>Division Management Committee (MANCOM) Meeting Proper</p> <p>ASDS Ma. Celina L. Vega</p>	<ul style="list-style-type: none"> • Called the meeting to order at 9:35a.m. • Presented the agenda: <ol style="list-style-type: none"> 1. Excerpts from the National Management Committee Meeting 2. SEF Projects 3. Schools with Field Study Students – with intern 4. Release of MOEE and SBFP 5. Other Matters 		6
<p>SDS Leilani S. Cunanan</p>	<ul style="list-style-type: none"> • Congratulated the DAP Winners – Champion • The Regional Office extended the Teachers’ Month Celebration. • She said that according to RD Garma: “Better teachers mean better schools.” <p>1. Excerpts from the National Management Committee Meeting</p> <ul style="list-style-type: none"> * Budget Utilization – we are now on the last quarter and so the budget must be utilized. *COA is looking, not only how it was spent, but also why it was not spent. *All downloaded funds must be utilized and liquidated. *According to the DepEd Secretary: “ By October 29 – we are ZERO balance-no more continuing .” *If funds were spent not for its intended purpose, they will be considered UNUTILIZED, 		7

SPEAKER/DISCUSSANT	ISSUES/CONCERNS/TOPICS	COMMENTS/RECOMMENDATIONS/ SOLUTIONS/AGREEMENTS	
SDS Leilani S. Cunanan	<ul style="list-style-type: none"> • The DepEd secretary is very particular in the written communication. • SDS advised the SHs to have others proofread their written communications. Ask the assistance of their grammar teachers. • There will be a Project SHEEP reloaded. There is a continuation on communication topic to improve SHs' communication skills. • Check the teachers' proposals before submitting them to the office. • Travel of DepEd Officials - the DepEd Sec. noticed that there were some with frequent travels. • After the 3month leave, advised teachers that if they were already settled in the country where they went, advise them to resign. • There were many teachers who filed their leave and disapproved in our division. • 30 working days of no return to duty - they will be dropped from the roll. 		8

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<p>SDS Leilani S. Cunanan</p>	<ul style="list-style-type: none"> • Gave reminders to the teachers to be careful in the use of social media. Others use them to criticize the government. • School Heads and Supervisors must be careful also in posting their sentiments to the department. • SDS instructed us to direct to the person concerned any issue we want to raise. • Intensify the promotion of our culture. It has been noticed that there were already deteriorations in the values . • Practice what we preach. <i>“Sa Mata ng bata, ang maling gawa ng matanda ay nagiging tama.”</i> • Youth Formation is reloaded in our division . CAMPUS Impact is still continuous. 		<p>9</p>

SPEAKER/DISCUSSANT	ISSUES/CONCERNS/TOPICS	COMMENTS/RECOMMENDATIONS/ SOLUTIONS/AGREEMENTS	
<p>SDS Leilani S. Cunanan</p>	<ul style="list-style-type: none"> • Theree some DepEd officials who are acting as Private Lending Institution agents.Be careful of them. • Strengthen financial literacy. • SDS instructed SHs to remove the politicians’ photos. Instead, display heroes’ photos. There is a DO regarding this matter. • Check e-mail regularly. • Reply as you received text as a sign of courtesy. • Some SH are not replying in text . <p>SDS said that all reports are written in the log book before they were released.</p> <ul style="list-style-type: none"> • Let us find out reasons for not replying in text and not submitting reports. • Cellphone data can be used in reading e-mails to facilitate the generations of reports. • Starting today, we will flash on screen those who do not submit reports. • SDS instructed us not to neglect reports. • Include the timeliness in the IPCRF rating. • We are strengthening the ICT program in our division. 	<p>Mrs. Quinto said that some SHs are not replying in PSDSes text because they have <i>announcement fatigue</i>. They were already in the e-mail and yet, they still receive textfrom them. She suggested to the SHs to take note f important details in e-mail.</p> <p>Dr. Priscilla Cabuquit commented that she’s replying in text and it’s okey for her if she receives reminders from the PSDSes.</p> <p>Mrs.Emelita C. Gomez suggested to the SHs read e-mail and PSDS will follow –up.</p> <p>Miss. Vilma Liao said that she acknowledges the e-mail from DO by replying to the sender.</p> <p>Sir Hermes suggested that SHs must reply.</p> <p>Mrs. Tongol said that it is our fault of the SH if he/she did not submit reports. She asked what happened to their CIP project in ACNTS. Until now, there are no actions taken. She requested that once the report has been forwarded in the SDO, there must be an immediate action.</p>	<p>10</p>

SPEAKER/DISCUSSANT	ISSUES/CONCERNS/TOPICS	COMMENTS/RECOMMENDATIONS/ SOLUTIONS/AGREEMENTS	
<p>SDS Leilani S. Cunanan</p>	<ul style="list-style-type: none"> • Deped Order 31, S. 2017 – The timeline in the processing of document is within 15 days and documents (Like Form 137, reply to a letter, and others) must have given already appropriate actions. • SDS spelled out the difference between transmittal and endorsement Endorsement – waiting for an action Transmittal – just to submit and no action is expected. • If it is your personal letter addressed to SDS, no more transmittal. <p>2. SEF Projects</p> <ul style="list-style-type: none"> • If you have request in the Division, do not request anymore in the city Hall. They will just be returned to the SDO • Based on the projects submitted in the Division office, we prioritized them according to the needs. • We allocated SEF budgets for the purchase of lot esp. for the EMGES. • 4 classrooms in RL Lazatin was prioritized. • If you know a school site, let the SDS know. • Marisol Bliss is included . 	<p>Mr. Bongo asked if he forwarded a letter of recommendation for an OIC, is there still a need to make transmittal.</p> <p>Mr. Frederick Simbulan – asked if Marisol Bliss ES is included.</p>	<p>11</p>

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<p>SDS Leilani S. Cunanan</p>	<p>3. Schools with Field Study Students – with intern:</p> <ul style="list-style-type: none"> *ACNTS *RL Lazatin memorial *AG Tinio ES • SDS said when the school have FSS, assign them to very good teachers. • She received some negative feedbacks from the FSS like when teachers have always meeting, they asked them to teach. The teacher is always out. FSS catch negative attitudes and they were discouraged. • Avoid class disruptions. <ul style="list-style-type: none"> • SDS noticed that during Friday, pupils have minimal activities . • Even if there are activities we cannot avoid, see to it that pupils are properly taken care of. • SDS said that this second semester, there will be FSS. • SDS said she trust the discretion of the School Principals. • SDS instructed the SHs not to short changed the pupils. 		<p>12</p>

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<p>SDS Leilani S. Cunanan</p>	<p>4. Release of MOEE and SBFP</p> <ul style="list-style-type: none"> • SDS asked if there is a delay in the release of the MOEE and SBFP. • SDS explained the October was delayed because of the Teachers' Month Celebration . • SDS said she always finds ways to sign all kinds of cheques. • SDS suggested if can talk to the manager to avoid the long process. • There are some schools which do not have ATM. • On liquidation, we have already hired three ADAS who are trained for liquidation. • The reason for hiring ADAS is to give much time to the Shs to focus on instructional supervision and not on liquidation. Some SHs can no longer observe classes. <p>5. OTHER MATTERS:</p> <ul style="list-style-type: none"> • The SDS gave some inputs on the following: <ul style="list-style-type: none"> * When using acronym – see to it that words are coherent. *In the order of messages, the highest position must be the last to write in the order. *For the Welcome Remarks: School – SH Division SDS or ASDS *On certificates – check the wordings. Can use half bond paper. Check the names . 	<p>Mrs. Emelita C. Gomez aired the Shs difficulties in undergoing so many processes in the release of SBFP budget. in the bank. She suggested if it is possible to release th]e budget on the first day of the month.</p> <p>Mrs. Luz Maghuyop explained cheques were not released October 4 because of the World Teachers' Day.</p> <p>Mr. Elmer Dayrit suggested once liquidated , bring them to the cashier at once.</p> <p>Mrs. Maghuyop reported that until now some are not getting the SBFP.</p> <p>Mrs. Gomez suggested if can be on cheque form again.</p> <p>Mrs. Maghuyop said if over 20K, they can encash over the counter.</p> <p>Mrs. Maghuyop explained that Land Bank does not want to issue cheque. Chequeless is implemented.</p>	<p>13</p>

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<p>SDS Leilani S. Cunanan</p>	<p>* For the Stakeholders, give Certificate of Appreciation *Speakers/Facilitators, give Certificate of Recognition *If possible – sing the national anthem in acapela. *In prayer – make it ecumenical *Discouraged creative interpretation. make it a solemn prayer. *We deal with different stakeholders so be careful. *Be sensitive to different people religious practices, beliefs and culture.</p> <ul style="list-style-type: none"> • Creation of Creative Digitives – Chairman : Dr. Lourdes Dela Cruz Members ; Noel ,Larry Manalang , Mr. Avenir Mendoza representative in CID and SGOD. *Creation of creative division website. *Creative digitives can be utilized in the creation of multi- media materials. 		<p>14</p>

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<p>SDS Leilani S. Cunanan</p>	<p>*Give opportunities to our talented and creative teachers.</p> <p>*Our SEF budget is P120m . One of the priorities is the school repairs but there are also budget for ICT facilities and equipment.</p> <p>*SDS is finding ways if security guards can be included in SEF.</p> <p>*Electric bills – if can be included in SEF.</p>		<p>15</p>

SPEAKER/DISCUSSANT	ISSUES/CONCERNS/TOPICS	COMMENTS/RECOMMENDATIONS/ SOLUTIONS/AGREEMENTS	
ASDS Ma. Celina L. Vega	1. Preparatuon for the Education Week *ASDS solicited suggestions for the Education Week to be submitted until Friday – October 27. Endorsed them to the PESPA and PASPA President.		16
	2. Submission of Narrative Report on Teachers' -Month celebrations – October 27 Format: Brief description Activities Conducted Activities/ Descriptions/ Date/ In-Charge/ Involved Pictures with captions E-mail to asds.acdo@gmil.com Soft copy File Name Teachers Month celebration Hard copy – school copy SBM file		17
	3. Submission of List of activities to be conducted during Semestral Break Deadline: October 24 E-mail asds.acdo@gmil.com Activity/Date/participants Soft copy		18

SPEAKER/DISCUSSANT	ISSUES/CONCERNS/TOPICS	COMMENTS/RECOMMENDATIONS/ SOLUTIONS/AGREEMENTS	
ASDS Ma. Celina L. Vega	For INSET Separate template: Title of Inset/ Objectives/Venue/Date Participants		19
	4. Deployment of Mrs. Imelda Gozun *October 26 – Thursday – Malabantias Integrated School		20
	5. OIC /Caretaker *OIC- there is no School Head In case a teacher will be pulled out as OIC, there will be a teacher who will take care of his/her pupils. *Those who applied for Head Teacher, they will be considered. *Teacher 3 will be reclassified as Head Teacher I after giving a proper justification. *Check the recommendation being endorsed to SDS.		21

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ASDS Ma. Celina L. Vega	6. SIP *Almost 50% submitted. Returned SIP has ASDS notes as guides for correction. *There is an approval sheet wherein the name of the SDS and ASDS are written *Infront – there is a SPT *Prepared by School Head Reviewed by PSDS Recommending Approval by ASDS Approved by ASDS *Proponents must be signed by the Team Leader		22
	7. OPCRF *Review part will be conducted by November, 2017.		23
	8. General Class Program * Still on the process		24

SPEAKER/DISCUSSANT	ISSUES/CONCERNS/TOPICS	COMMENTS/RECOMMENDATIONS/ SOLUTIONS/AGREEMENTS	
ASDS Ma. Celina L. Vega	<p>8. ORA OHRA Omnibus Rules on Appointment</p> <p>*Effectivity Date: August 17, 2017 but accord. to the RD, August to Janaury – transition. February –will take effect</p> <p>*No promotions within one year .</p> <p>*No Chain of Promotion One at a time Wait for the Promotion of MT2 before the MT1.</p> <p>*Effective January, 2017, all ranking will be changed.</p> <p>* Before HRMO is only a secretariat – this time , he is now a member of PSB.</p>	<p>SDS said that the DEpED can initiate an initiative for exemption on this . epEd must submit the Merit Selction Plan</p>	25
	<ul style="list-style-type: none"> ASDS answered the applicant will undergo again the process. 	Mam Vhi asked if the applicant will undergo the whole process.	26

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SDS Leilani S. Cunanan	<ul style="list-style-type: none"> • There is a possibility that the Regional Festival of Talents will be held in the Divison of AC. • Our Eduction Week - not yet planned but we have line up of activities 		27
Miss Victorian P. Bondoc	<ul style="list-style-type: none"> • There is a Capacity Building of MAD (Mad Against Drugs) School's Coordinator on November 10, 2017 sponsored by DepEd, ACADAC and PDEA 		28
	<ul style="list-style-type: none"> • SCIENCE • Training of Science teachers on the proper Use and Storage of Science Laboratory Equipment . Elementary: November 8-9 (CLEMENDES) • Secondary: November 16-18 (ACNHS) 		29

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Miss Victorian P. Bondoc	<ul style="list-style-type: none"> • ALS • ALS- On going registration for the 2016 ALS Accreditation and Equivalency Test The completers this November will take their test on January, 2018. The deadline for the registration will be on October 24, 2017. 		30
	<ul style="list-style-type: none"> • MAPEH • The ff. schools have submitted their Survey form on MAPEH as of October 20 (Friday) requested by the Central Office: *Belen Homesite ES *DAMES *Enrica Sandico ES *GRILLIS *Cutud ES *San Ignacio ES *Northville IS 		31

SPEAKER/DISCUSSANT	ISSUES/CONCERNS/TOPICS	COMMENTS/RECOMMENDATIONS/ SOLUTIONS/AGREEMENTS	
Miss Victoriana P. Bondoc	<ul style="list-style-type: none"> *Pulungbulo ES *Sta. Maria ES *ACNTS *AG Tinio ES * M. Nepomuceno ES *VDRES *ACSci HS *FGNMHS *R.L. Lazatin MHS (Extension) *Sapangbato NHS *BVRMHS *AGNES *EMGES *AGPES 		32
	<ul style="list-style-type: none"> • KINDERGARTEN • Schools which conducted KCEP, submitted reports and validated the results of the assessment: <ul style="list-style-type: none"> *Malabantias IS *NorthvilleIS *EMGES *SRES *AES *MNES *TP Tinio ES *GBES *PGES *Marisol Bliss ES *STATES *Cuayan ES *San Ignacio ES 		33

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Miss Victoriana P. Bondoc	<ul style="list-style-type: none"> • KINDERGARTEN • KCEP passers will be transferred in Grade I this 2nd sem. Progress Report Checklist will be forwarded to the Grade I teachers for proper interventions. Developmentally appropriate activities must be given to the learners to avoid difficulties in meeting the contents and performance standards in Grade I. 		34
Miss Victoriana P. Bondoc	<ul style="list-style-type: none"> • ENGLISH • Submission of School Papers at the CID Office will be on November 6, 2017. • Division Intensive Training for RSPC Participants and Evaluation of School Papers will be on November 7, 2017 at the Gabaldon Bldg. • Awarding for the Group Contests and for the Over-all Champion will be on November 9, 2017. 		35

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Miss Victoriana P. Bondoc	<ul style="list-style-type: none"> • Edukasyon sa Pagpapakatao (EsP) • Seminar of Secondary EsP Teachers (newly-hired, untrained and non-majors) on November 16-18, 2017 at the Gabaldon Bldg. • Submit the CPP Handbook/Manual, • Schools which will represent the division in the EsP Regional Festival of Talents and Virtues: <ul style="list-style-type: none"> *FGNMHS *ACNTS *SRES *AES *CMRIHS *ACSci HS • Submission of Least Learned Competencies will be on November 3, 2017. • Meeting of EsP Secondary Schools EsP Coordinators on November 3, 2017 at the Library Hub. • Reminding all schools assigned to prepare EsP interactive video lessons: <ul style="list-style-type: none"> *Group 4 - Virgen Delos Remedios ES *Group 5-Sto. Rosario ES *Group 6- Malabantias IS *Group 7-10 -CMRIHS *Group 11 – Amsic Integrated School *Group 12 – AC Senior HS 		36

SPEAKER/DISCUSSANT	ISSUES/CONCERNS/TOPICS	COMMENTS/RECOMMENDATIONS/ SOLUTIONS/AGREEMENTS	
Miss Victoriana P. Bondoc	<ul style="list-style-type: none"> • CLUSTER 9 • Accomplishments of Schools in Cluster 9: <ul style="list-style-type: none"> *Francisco G, Nepomuceno MHS: <ul style="list-style-type: none"> -Regional Winner- Search for Brigada Eskwela and Implementing School -Currently planning on the preparation for SBM-PASBE Accreditation - Submitted the First Quarter E-SIP Project and Monitoring Report Form *Angeles City National Trade School: <ul style="list-style-type: none"> -Submitted Principal's TA Plan/Accomplishment Reports *Angeles City Science High School: <ul style="list-style-type: none"> - Well-administered National Achievement Test for Grade 11 *Amsic Integrated School: <ul style="list-style-type: none"> - Currently working on Clean and Green Project (School and Classroom Beautification) *Claro M. Recto ICT High School: <ul style="list-style-type: none"> -Commendable for its innovative tool in the Post Conference Activity *Rafael L. Lazatin Memorial High School: <ul style="list-style-type: none"> -Administered the NAT for Grade 7. 		37

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Miss Victoriana P. Bondoc	<ul style="list-style-type: none"> • MATHEMATICS • Reported the winners in the different contests in the Division Mathematics Festival of Talents held last October 13, 2017 at CLEMENDES. 		38
	<ul style="list-style-type: none"> • FILIPINO • Division Filipino INSET ON Ocotebr 24-26, 2017. Elementary: Pre-Elem Room of AES Secondary: Gabaldon Bldg. 		39
ASDS Ma. Celina L. Vega	<ul style="list-style-type: none"> • Download depEd Memo No. 159 s. 2017 • Submit of WATCH CLUB 		40
	<ul style="list-style-type: none"> • We advocate tiem and Consciousness and Honesty • 162, s. 2017- Adminsitration of PEPT 		41
	<ul style="list-style-type: none"> • 163 s.2017- Administration of English Profciency test and Process Skills Test • Deped 164 – s. 2017 – Asccredciationa dn Equivalency test 		42
Attorney Cristina Miguel	<ul style="list-style-type: none"> • Roll Out of the following next month: 2017 RRACS & IRR on the social media use , 		43
Dr. Lourdes Dela Cruz	<ul style="list-style-type: none"> • Thanked everyone for the support on ICT Initiative Training • 2 group of students for the DOST - National level Competition • K to 12 ICT materials are almost complete . 		44

SPEAKER/DISCUSSANT	ISSUES/CONCERNS/TOPICS	COMMENTS/RECOMMENDATIONS/ SOLUTIONS/AGREEMENTS	
Dr. Lourdes Dela Cruz	<ul style="list-style-type: none"> • Creation of Creative Team – headed by the SDS. • Working with Systems Plus – the College will be offering course for multi media • The ICT materials will be given to each EPS for quality assurance. 		45
SDS Leilani S. Cunanan	<ul style="list-style-type: none"> • On International Seminar – some are directly going to school and no coordination to the SDO. • If Advisory only – cannot be charged ot MOOE but can be charged in School Canteen. 		46
USANA VISITORS	<ul style="list-style-type: none"> • Showed a video presentation on USANA. 		47
Time Adjourned: 12:39 p.m.			48

Prepared:

LEONIDA K. QUINTO
Public Schools District Supervisor

Recommending Approval:

MA. CELINA L. VEGA
OIC-Assistant Schools Division Superintendent

Approved:

LEILANI S. CUNANAN, CESO VI
OIC- Schools Division Superintendent

