



Republic of the Philippines
Department of Education
Cordillera Administrative Region
Schools Division of Benguet

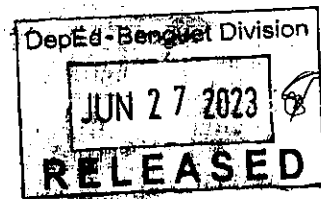
June 26, 2023

DIVISION MEMORANDUM

No. 206 s.2023

SPECIAL DIVISION MANAGEMENT COMMITTEE MEETING

**TO: OSDS Division
Curriculum Implementation Division
School Governance and Operations Division
All Others Concerned**



1. This Office announces the conduct of a Special Division Management Committee Meeting on **July 18 and 19, 2023**, from 8:30 in the morning onwards at a venue to be announced in a subsequent memo.
2. Specifically, the activity aims for the participants to:
 - a. Evaluate and analyze presented data relevant to school governance and curriculum;
 - b. Discuss school directions for the coming School Year 2023-2024; and
 - c. Plan Division mechanisms to provide guidance to School Heads as they prepare for the coming school year.
3. To prepare for this significant meeting, the following data are expected to be ready before the scheduled meeting. Personnel in-charge shall prepare the needed report/s:
 - a. Early Registration Status – Planning Unit
 - b. Report on MOOE (why low on expenditure; amount still to be downloaded for the next SY) – Budget and Accounting Sections
 - c. School personnel inventory – Administrative – Personnel Section
 - d. Property inventory (available and lacking furniture, technology equipment, classrooms) – Asset Management Section, ICT, School Infrastructure Section
 - e. Learning resources inventory (available and lacking modules and textbooks per competency, per quarter, per grade and learning area for K to 12) – CID- Learning Management Section
 - f. Phil-IRI Update – pre and post-test data in English and Filipino; FLAT results in English – EPS for English and Filipino
 - g. Update on Nurses' School Designations – SHNU
 - h. Brigada Eskwela Plan – SMN
4. Participation to this 2-day activity is expected from the CES of SGOD and CID, identified CID personnel and SGOD unit heads, and Secretariat.






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5. Please refer to the attached enclosures for guidance, to wit:
Enclosure 1. List of Participants
Enclosure 2. Matrix Flow

6. Lodging and Meals (days 1 and 2 snacks, lunch, day 1 dinner, and day 2 breakfast) shall be charged against Division MOOE subject to the usual accounting and auditing rules and regulations.

7. Immediate dissemination of and compliance with this Memorandum is desired.


SALLY L. BANAKEN-ULLALIM CESO V
Schools Division Superintendent

OSDS/SLBU/cfm/rabb

