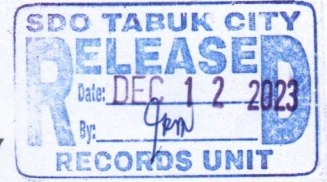




Republic of the Philippines
Department of Education
Cordillera Administrative Region
SCHOOLS DIVISION OFFICE OF TABUK CITY
Tabuk City, Kalinga



December 12, 2023

Division MEMORANDUM

No. 496, s. 2023

4th QUARTER DIVISION MANAGEMENT COMMITTEE MEETING

To: Asst. Schools Division Superintendent
Chief Education Program Supervisors
Education Program Supervisors
Public Schools District Supervisors
Head of Units and Offices
Public Elementary and Secondary School Heads/TICs
All others concerned

1. The Governance of Basic Education stipulated in Republic Act 9155 recognizes the process of democratic consultation in the decision-making process to ensure coordination and open communication in the Division and school levels. Hence, Division Offices shall provide opportunities for collaboration between and among key Officials and school leaders and managers to discuss pressing issues and concerns in the delivery of basic education services

2. Relevant to this, the Schools Division of Tabuk City will conduct the 4th Quarter Division Management Committee Meeting on December 14, 08:00 a.m. at Las Vegas Hotel. The objectives of the said activity are:

- a. present the Division's 4th Quarter accomplishment report and respond to arising issues and concerns from field personnel, schools and learning centers,
- b. provide opportunities for school leaders and managers to discuss and propose recommendations to pressing issues in the delivery of basic education services, and
- c. provide update to school leaders and managers on relevant DepEd issuances, policies and guidelines

3. Participants to this activity are the Division personnel and school heads including those with official designation as Teacher In-charge. The total number of participants is stipulated in the succeeding table.



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DepEd Tayo Tabuk City



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SCHOOLS DIVISION OFFICE OF TABUK CITY
Tabuk City, Kalinga

Position/Designation	Number
1. Schools Division Superintendent	1
2. OIC Asst. Schools Division Superintendent	1
3. Chief Education Supervisors	2
4. Education Program Supervisors	2
5. Public Schools District Supervisors	10
6. Administrative Officer IV	4
7. Accountant III	1
8. Senior Education Program Specialist	2
9. School Heads and Teacher In-charge	103
10. Secretariat	2
Total	128

4. The agenda of the 2nd Quarter Division Management Committee Meeting are:
 - a. Pertinent announcement from the different functional divisions,
 - b. Arising Issues and Concerns from the field, and
 - c. Other matters,
5. Immediate dissemination of and compliance to this memorandum is desired.

BENEDICTA B. GAMATERO PhD, CESO V
Schools Division Superintendent

For the Authority of the
Schools Division Superintendent

JAN NOWEL E. PEÑA
OIC Asst. Schools Division Superintendent