



Republic of the Philippines  
**Department of Education**  
CORDILLERA ADMINISTRATIVE REGION  
Schools Division of Tabuk City

DepED  
DEPARTMENT OF EDUCATION  
Schools Division of Tabuk City  
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**Office of the Schools Division Superintendent**

February 12, 2026

DIVISION MEMORANDUM  
NO. 79, s.2026

**1<sup>st</sup> QUARTER SCHOOL LEADERS AND MANAGERS CONCLAVE  
DIVISION MANAGEMENT COMMITTEE MEETING**

To: Asst. Schools Division Superintendent  
Chief Education Program Supervisors  
Education Program Supervisors  
Public Schools District Supervisors  
Head of Units and Officers  
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 1<sup>st</sup> Quarter Division Management Committee Meeting on February 16, 2026, 08:00 a.m. at the 1<sup>st</sup> Floor CID Building, Katapatan Hall. The objectives of the said activity are:
  - a. Present various updates in the delivery of basic education services in lieu of the End of the School Year 2025-2026 and respond to arising issues and concerns from field personnel, schools and learning objectives.
  - 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 for 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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Office of the Schools Division Superintendent

POSITION/DESIGNATION	NUMBER
1 Schools Division Superintendent	1
2 Asst. Schools Division Superintendent	1
3 Chief Education Supervisors	2
4 Education Program Supervisors	11
5 Public Schools district supervisors	10
6 Administrative Officer V	2
7 Administrative Officer IV	4
8 Accountant III	1
9 Division Legal Officer	1
10 Division Physical and Facilities/ Engineer	1
11 Information and Technology Officer	1
12 Health and Nutrition Section	2
13 Senior Education Program Specialist	2
14 Division Planning Officer	1
15 School Heads and Teacher-In-Charge	103
16 Secretariat	2
<b>Total</b>	<b>145</b>

4. The matrix of the activity is attached as an enclosure.
5. Immediate dissemination of and compliance to this memorandum is desires.

**BENEDICTA B. GAMATERO PhD, CESO V**  
Schools Division Superintendent

