



Republic of the Philippines
Department of Education
 Region V
SCHOOLS DIVISION OF SORSOGON

March 26, 2025

DIVISION MEMORANDUM
 No. 87, s. 2025

DIVISION MANAGEMENT COMMITTEE MEETING FOR THE MONTH OF MARCH, 2025

TO : Assistant Schools Division Superintendent
 Chief Education Supervisors, CID and SGOD
 SDO Section Heads
 Public Schools District Supervisors
 Division Coordinators
 Public, Elementary, and Secondary School Heads
 Technical Working Group
 All Others Concerned

1. This office will hold a Division Management Committee Meeting for the month of March, 2025. It will be hosted by the Office of the School Governance Operation Division (SGOD) on March 31, 2025, Monday at Sorsogon Convention Center, City Hall compound, Cabid-an Sorsogon City.
2. The activity aims to provide updates on the following:
 - a. updates from Regional Management Committee Meeting
 - b. upcoming activities of DepEd Sorsogon Province Division
 - c. updates on Division Plan of Activities
 - d. operation of SDO sections
 - e. End of the school year activities
 - f. Year -End Search for Outstanding Teacher 2025
 - g. others
3. The participants in this activity shall wear smart casual attire.


Participants	No.
• Schools Division Superintendent	1
• Assistant Schools Division Superintendent	1
• Chief of Curriculum Implementation Division	1
• Chief of School Governance Operations Division	1
• Section Heads	11
• OSDS Personnel	5
• Elementary and Secondary School Heads	531
• Assistant School Principals	18
• Public Schools District Supervisors	23
• ALS	2
• Division Coordinators/ALS	7
• Medical Section /Nurse	4
• SDO Singing Ambassador/BNCHS Chorale	90
• TWG	5
TOTAL	700





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4. The Technical Working Group and the host section shall meet for coordination meeting on March 28, 2025 at 4:00 o'clock in the afternoon at QMS center.
5. Meals and other expenses of participants from the SDO shall be charged against Division MOOE, while travelling expense of the school heads shall be charged against their local funds/school MOOE. All expenses are subject to the usual accounting and auditing rules and regulations.
6. For information and guidance.


JOSE L. DONCILLO, CESO V
Schools Division Superintendent





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EXECUTIVE COMMITTEE

JOSE L. DONCILLO	SCHOOLS DIVISION SUPERINTENDENT
CHERYLL V. BERMUDO	ASSISTANT SCHOOLS DIVISION SUPERINTENDENT
GINA Q. TAROG	CHIEF, CURRICULUM IMPLEMENTATION DIVISION
JOHN REY J. PEREZ	CHIEF, SCHOOL GOVERNANCE OPERATIONS DIVISION
TECHNICAL WORKING GROUP	
John Rey J. Perez	CHAIRPERSON
Rex T. Barbin	CO-CHAIR
Leah H. Peran	DOCUMENTATION/MINUTES OF MANCOM
Bernardino D. Estrada	VENUE PREPARATION
Bernadette R. Bedis	VENUE PREPARATION
Allan J. Ordonez	VENUE PREPARATION
Roman B. Jebulan	ICT/PPT
Dodge E. Lagman	ICT/PPT
Ma. Riza E. Dino	REGISTRATION
Ma. Esperanza G. Espigol	REGISTRATION
Ronald D. Esteves	DOCUMENTATION
Joseph John J. Perez	DOCUMENTATION
Arcelle D. Mella	PROGRAM/INVITATION/CERTIFICATES
Roman B. Jebulan	PROGRAM/INVITATION/CERTIFICATES
Francis Roy A. Cadag	PROGRAM/ INVITATION/CERTIFICATES
Liborio G. Altarejos III	SUPPORT STAFF/ SECRETARIAT
Rosemarie D. Lisano	SUPPORT STAFF/ SECRETARIAT



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Enclosure No. ____ to Division Memorandum No. ____s, 2025

PROGRAM OF ACTIVITIES
DIVISION MANAGEMENT COMMITTEE MEETING
SORSOGON CONVENTION CENTER
March 31, 2025
8:00 – 5:00 PM

Date/Time	Activity	In-Charge/Resource Person/s
7:00-7:45	Arrival/Registration	Ma. Riza E. Dino Ma. Esperanza G. Espigol
8:00 - 12:00	Preliminaries Philippine National Anthem Prayer Sorsogon March DepEd Quality Policy Statement	Audio-visual Presentation
	Checking of Attendance (Roll Call)	Jomar E. Enguerra Administrative Officer V
	MANCOM Meeting Proper Declaration of Quorum Call to Order Review and Approval of the Minutes of the Previous Meeting Business and Approval of the Previous Minutes	Cheryll V. Bermudo Assistant Schools Division Superintendent
	Superintendent's Hour	Jose L. Doncillo, CESO V Schools Division Superintendent
	CID Updates SGOD Updates Updates from Section Heads	Gina Q. Tarog Chief, Education Supervisor, CID John Rey J. Perez Chief, Education Supervisor, SGOD
12:00 – 1:00	Lunch Break	
12:00 – 5:00	Management Committee ...continuation	