



Republic of the Philippines
Department of Education
REGION XI
SCHOOLS DIVISION OF DIGOS CITY

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

SGOD-2023-271

To : Assistant Schools Division Superintendent
SGOD & CID Chiefs
Education Program Supervisors
Public Schools District Supervisors
Public School Heads
Members of the MANCOM

Subject : **6th MANAGEMENT COMMITTEE (MANCOM) MEETING FOR CY 2023**

Date : June 30, 2023

To address the different issues and concerns of this Division, the **6th Management Committee (ManCom) Meeting** shall be conducted on July 3, 2023 (Monday) at 1:00pm-5:00 pm at **Digos City Central Elementary School Gym**.

Below are the agenda of the said meeting:

1. End of School Year
2. Summer Learning Camp
3. LSB updates
4. Legal Matters
5. Other matters

Please see the attached Indicative Program of Activities and List of attendees for ready reference. Further, be reminded that attendance is a must and that no proxy is allowed.

All participants are encouraged to bring their own snacks. Travelling expenses shall be charged to the Division/School MOOE subject to the usual accounting rules and regulations.

For the information and compliance of all concerned.

Schools Division of Digos City

RECORDS SECTION

RECEIVED
23-104727
JUN 30 2023
TIME: 9:57 AM


MELANIE P. ESTACIO

OIC-Schools Division Superintendent

Enclosed: As stated
SGOD/cab

BY: 



Address: Roxas cor. Lopez Jaena Street, Zone II, Digos City (8002)
Telephone Nos.: (082) 553-8375; (082) 553-8396



Republic of the Philippines
Department of Education
REGION XI
SCHOOLS DIVISION OF DIGOS CITY

Office of the Schools Division Superintendent

Participants:

SDS: 1
ASDS: 1
Chiefs: 2
PSDSs: 9
EPSs: 11
Unit Heads: 7
PRME SEPS: 2
Planning Officer: 1
HRD: 2
SMN: 2
HNU Head: 1
Nurses on Duty: 2
DRRM: 1
ITO: 1
Engineer: 1
Guidance: 1
ALS Specialist: 1
YFP: 2
SDS's staff: 1
School Heads: 46
TOTAL NO. OF PAX= 96



Address: Roxas cor. Lopez Jaena Street, Zone II, Digos City (8002)
Telephone Nos.: (082) 553-8375; (082) 553-8396

6th Management Committee (ManCom) Meeting for CY 2023

July 3, 2023

1:00 pm - 5:00 pm

Venue: Digos City Central Elementary School Gym

Indicative Program of Activities

TIME	PARTICULARS	PERSON RESPONSIBLE
1:00-1:30 pm	Philippine National Anthem Opening Prayer Regional Hymn Digos City Hymn Roll Call of Participants Welcome Remarks Message and Call to Order Reading and Approval of the Previous Minutes Presentation and Approval of the Current Agenda	HRD (AVP) RONALD B. DEDACE HRD SEPS BASILIO P. MANA-AY, JR. ASDS MELANIE P. ESTACIO OIC-SDS Moderator Moderator
1:30- 2:30 pm	Updates -End of School Year	-Airon Alejandro -CID
2:30 -3:00 pm	Summer Learning Camp	CID
3:00- 3:30 pm	LSB updates	CID
3:30 pm-4:30 pm	Legal Matters	Atty. Clarisse Joy C. Arnaez- Llaban
4:30-5:00 pm	Other Matters Closing Program Adjournment of the meeting Closing Prayer	Management Moderator

Moderator: Ronald B. Dedace

Minutes Takers: Tita Heramiz, Rachel Pogoy

Technical: Jose Israel Maravilles