



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

**Office of the Schools Division Superintendent**

**June 18, 2025**

**DIVISION MEMORANDUM**

SGOD-2025-77

To: Assistant Schools Division Superintendent  
Division Chief-SGOD  
Division SBM Focal Person – **Cherrie Anne B. Bohol, EPS-SGOD**  
Division GAD Focal Person – **Janice S. Alquizar, EPS II-HRD**

Subject: **CONDUCT OF THE SCHOOL-BASED MANAGEMENT (SBM) AND GENDER AND DEVELOPMENT (GAD) FIRST QUARTER POCKET MEETING AND PROVISION OF TECHNICAL ASSISTANCE**

This is in reference to Regional Memorandum FTAD-2025-016 dated June 11, 2025, signed by Allan G. Farnazo, Director IV, re: **Conduct of School-Based Management (SBM) and Gender and Development (GAD) Second Quarter Pocket Meeting and Provision of Technical Assistance** to be conducted on **June 26-27, 2025** at the **Schools Division of Davao del Norte**.

Participants of the meeting are the GAD Focal Person and SBM Coordinator of the Schools Division Office and Functional Divisions of DepEd RO XI, as listed in the enclosure.

The meeting aims to discuss updates, interact with other GAD and SBM Coordinators, share and document best practices, and provide best solutions to problems, gaps and bottlenecks that have been identified by each participant.

Further, the team will visit **Cabadiangan Integrated School, Talaingod District** to assess its GAD facilities, resources, programs, and SBM initiatives in support of a gender-responsive and well-managed basic education. Classes must remain undisruptive during the visit, and the provision of tokens, leis, or any lavish preparations is strictly prohibited.

Food and snacks during the meeting shall be charged to GAD fund or other available sources of the host division, while travel, accommodation, and other related expenses incurred for the activity shall be charged to local funds, subject to the usual accounting rules and regulations.

Immediate dissemination and compliance with this Memorandum is directed.

*Melanie P. Estacio* JUN 20 2025  
**MELANIE P. ESTACIO, PhD, CESO VI**

Schools Division Superintendent

DepEd Schools Division Office - Digos City  
RECORDS SECTION

**RELEASED**  
DATE: JUN 20 2025 TIME: 4:27 PM

BY: \_\_\_\_\_

Enclosed: As stated.  
SGOD/jsa



Address: Roxas Street cor. Lopez Jaena Street, Zone II, Digos City 8002  
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Republic of the Philippines  
**Department of Education**  
DAVAO REGION

SCHOOLS DIVISION OFFICE  
RECORDS SECTION

**RECEIVED**

13 JUN 2025

TIME

3:08

June 11, 2025

REGIONAL MEMORANDUM  
FTAD-2025-016

CONDUCT OF THE SCHOOL-BASED MANAGEMENT AND GENDER AND  
DEVELOPMENT SECOND QUARTER POCKET MEETING AND  
PROVISION OF TECHNICAL ASSISTANCE

To: Schools Division Superintendents  
Chiefs of Functional Divisions

1. Pursuant to Regional Memorandum FTAD-2025-007 on the conduct of the School-Based Management (SBM) and Gender and Development (GAD) Quarterly Pocket Meetings for Calendar Year 2025, this Office informs the Schools Division Superintendents and Functional Division Chiefs on the schedule for the Second Quarter Meeting to be conducted on June 26-27, 2025, at the Schools Division of Davao del Norte.
2. The participants of the meeting are the GAD Focal Persons and SBM Coordinators from the Schools Division Offices and Functional Divisions of DepEd RO XI, as listed in the attached enclosure.
3. The meeting aims to discuss updates, interact with other GAD and SBM champions, share and document best practices, and provide best solutions to problems, gaps, and bottlenecks that have been identified by each participant.
4. Further, the team will visit **Cabadiangan Integrated School, Talaingod District** to assess its GAD facilities, resources, programs, and SBM initiatives in support of a gender-responsive and well-managed basic education. Classes must remain undisrupted during the visit, and the provision of tokens, leis, or any lavish preparations is strictly prohibited.
5. Food and snacks during the meeting shall be charged to the GAD fund or other available sources of the host division, while travel, accommodation, and other related expenses incurred for the activity shall be charged to local funds, subject to the usual accounting rules and regulations.
6. Immediate dissemination and compliance with this Memorandum are directed.

DEPARTMENT OF EDUCATION - DAVAO REGION

RECORDS SECTION

**RELEASED**

By:

Date: June 13, 2025

Time: 3:08

**ALLAN G. FARNAZO**

Director IV

Encl.: As stated

ROF3/app



Address: F. Torres St., Davao City (8000)  
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**Department of Education**  
DAVAO REGION

Enclosure 1

**LIST OF PARTICIPANTS**

**A. Division GAD Focal Persons or their Alternate**

<b>SCHOOLS DIVISION OFFICE</b>	<b>PARTICIPANTS</b>
Davao del Norte	Cristopher B. Gonzales/ April Julie Mae Gonzaga
Davao de Oro	Grace D. Pontillas
Mati City	Ana Mae S. Padullon
Davao Occidental	Nelson G. Balagtas
Davao Oriental	Mary Grace Y. Mercado
Digos City	Janice S. Serenio-Alquizar
Panabo City	Lea Jane M. Isleta
Tagum City	Eduard Mark A. Bautista
Davao City	Jonas P. Piore
Samal City	Evangeline C. Bongcac
Davao del Sur	Jessie S. Sajol

**B. Division SBM Coordinators**

<b>SCHOOLS DIVISION OFFICE</b>	<b>PARTICIPANTS</b>
Davao del Norte	Cristopher B. Gonzales
Davao de Oro	Marnelyjane A. Bernal
Mati City	Leorisyl D. Siarot
Davao Occidental	Elenita L. Bernales
Davao Oriental	Alan D. Limbadan
Digos City	Cherrie Ann B. Bohol
Panabo City	Ronmar V. Jayoma
Tagum City	Francisca R. Fadlan
Davao City	Flora C. Arcenal
Samal City	Graciela A. Robles
Davao del Sur	Jessie S. Sajol

**C. Regional Office**

FTAD GAD TWG	Aris B. Juanillo Aida P. Placencia Ronnie S. Mercado	Chief, GAD Regional Focal Person EPS, GAD Alternate Focal Person EPS, GAD Secretariat
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	Julieta S. Nicolas	ADAS 1, GAD Secretariat
Finance Division (FD)	Katherine C. Datoy SAO	Functional Divisions GAD Focal Persons
Administrative Division (AD)	Joy L. Sibonga AO IV	
Policy Planning and Research Division (PPRD)	Esther Khrysmaye A. Roble AO II	
Human Resource Development Division (HRDD)	Mariane B. Tubo EPS II	
Quality Assurance Division (QAD)	Ma. Cristina B. Dionisio EPS	
Education Support Services Division (ESSD)	Marra Medrano Dentist	
Curriculum and Learning and Management Division (CLMD)	Joiesa M. Presbitero EPS	
Office of the Regional Director (ORD)	Cecile Maria Sheelah B. Limosnero	





Republic of the Philippines  
**Department of Education**  
DAVAO REGION

Enclosure 2

**MATRIX OF ACTIVITIES**  
**SBM AND GAD SECOND QUARTER POCKET MEETING**  
**AND PROVISION OF TECHNICAL ASSISTANCE**  
**JUNE 26-27, 2025**  
**Venue: Cabadiangan Integrated School, Talaingod District, DDN**

DAY/ TIME Day 1- June 26, 2025	ACTIVITY	PERSONS INVOLVED
8:00- 10:00 A.M.	Travel from Division of Davao del Norte to Cabadiangan Integrated School	
10:00- 11:00 A.M.	Registration	GAD Secretariat/ Host Division
12:00- 1:00 P.M.	LUNCH BREAK	
1:00- 2:00 P.M.	Meeting Proper	
	<ul style="list-style-type: none"><li>• Checking of Attendance</li><li>• Preliminaries</li></ul>	GAD Secretariat/ Host Division
	<ul style="list-style-type: none"><li>• Acknowledgement of Participants</li></ul>	Host Division
	<ul style="list-style-type: none"><li>• Welcome Message</li></ul>	<b>Janette G. Veloso, CESO VI</b> Assistant Schools Division Superintendent
	<ul style="list-style-type: none"><li>• Message of Support</li></ul>	<b>Reynaldo B. Mellorida, CESO V</b> Schools Division Superintendent
2:00- 5:00 P.M.	Pocket Meeting <ul style="list-style-type: none"><li>• SBM</li><li>• GAD</li></ul>	<b>Aris B. Juanillo, PhD</b> Chief Education Supervisor, FTAD  <b>Ronnie S. Mercado</b> Regional SBM Coordinator  <b>Aida P. Placencia</b> Regional GAD Alternate Focal
5:00- onwards	Travel from Cabadiangan IS to Uraya's Peak	





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<b>Day 2- June 27, 2025</b>		
7:00- 8:00 A.M.	Breakfast	
8:00- 10:00 A.M.	Presentation of SBM and GAD Accomplishments and Best Practices	<b>Ronnelo Jalbuna</b> School Head, Cabadiangan Integrated School  <b>Girlie Limbadan</b> School Head, Tibi- Tibi ES  <b>Ener Judit</b> School Head, Kinamayan IS
10:00- 11:00 A.M.	<ul style="list-style-type: none"><li>• Discussion on Other Issues and Concerns</li><li>• Closing Program</li></ul>	<b>Aris B. Juanillo, PhD</b> Chief Education Supervisor, FTAD  <b>Aida P. Placencia</b> Regional GAD Alternate Focal  <b>Ronnie S. Mercado</b> Regional SBM Coordinator
11:00 A.M.	<ul style="list-style-type: none"><li>• Homebound</li></ul>	



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