



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



OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT

DIVISION MEMORANDUM

SGOD-2025-474

To: : Assistant Schools Division Superintendent
Division Chiefs
Public Schools District Supervisors
Education Program Supervisors
Public School Heads
Concerned Teachers

Subject : **MANAGEMENT COMMITTEE MEETING FOR CY 2025**

Date : August 7, 2025

To address the different issues and concerns of this Division, the Management Committee (ManCom) Meeting shall be conducted on August 13, 2025 (Wednesday) at Mega's World Hotel and Function Hall, Digos City. To this end, attendance is a must and that no proxy is allowed.

Meal and snacks of the participants shall be charged to School/Division MOOE/funds subject to usual accounting and auditing rules and regulations.

Please see the attached Indicative Program of Activities and List of attendees for ready reference.

For the information and compliance with by all concerned.

Melanie P. Estacio
MELANIE P. ESTACIO, PhD, CESO VI
Schools Division Superintendent
AUG 11 2025

DepEd Schools Division of Digos City
RECORDS SECTION

RELEASED
X- 70287

DATE: **AUG 11 2025** TIME: *12:15*
BY: *[Signature]*

Enclosed: As stated
SGOD/rbd



Roxas Street cor. Lopez Jaena Street, Zone II, Digos City 8002
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Management Committee (ManCom) Meeting for CY 2025

August 13, 2025

8:00am-12:00nn

1:00pm-5:00pm

Mega's World Hotel and Function Hall, Digos City

Indicative Program of Activities

TIME	PARTICULARS	PERSON RESPONSIBLE
8:00–8:30AM	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) Moderator MARIA GENEVIEVE T. FRANCISQUETE ASDS MELANIE P. ESTACIO, PhD, CESO VI SDS Moderator Moderator
8:30-10:30	SDS's Hour -Announcements and Updates	MELANIE P. ESTACIO, PhD, CESO VI SDS
10:30-12:00	Orientation -ZipGrade	Ivy F. Solano EPS
12:00-1:00	Lunch Break	
1:00-4:45	Workshop/ Hands-on --ZipGrade	Ivy F. Solano EPS Stephen Pascual ITO
4:45-5:00	Other Matters Closing Program Adjournment of the meeting Closing Prayer	Management Moderator

Moderator: Janice S. Alquizar

Technical: Jose Israel Maravilles

Notes:

School Heads- morning only

Teachers- Whole day

Bring laptop, extension wire, back-up data

Participants:

SDS: 1

ASDS: 1

Chiefs: 2

PSDSs: 10

EPSs: 10

HRD: 1

NOD: 1

YFP:1

ITO: 1

PDO: 1

Teachers: 48

School Heads: 48

TOTAL NO. OF PAX =125