



Republic of the Philippines  
**Department of Education**  
REGION IV-A CALABARZON  
SCHOOLS DIVISION OF BATANGAS

27 January 2025

**DIVISION MEMORANDUM**

No. 061, s. 2025

**7<sup>TH</sup> DIVISION MANAGEMENT COMMITTEE MEETING**


- To: Assistant Schools Division Superintendents  
Chief- Curriculum Implementation Division (CID)  
Chief- School Governance and Operations Division (SGOD)  
Education Program Supervisors  
Public Schools District Supervisors  
Public Elementary and Secondary School Heads  
All Others Concerned
1. Schools Division of Batangas will conduct the 7<sup>th</sup> Division Management Committee Meeting with the theme **“Elevating Service: IDP at the Forefront”** on February 5 - 6, 2025, 8AM onwards at Rosario Cultural and Sports Center, Poblacion C, Rosario, Batangas.
  2. This activity aims to:
    - a. Harness among participants the importance of elevating services to address immerging educational issues faced by school leaders;
    - b. Disseminate information and updates that will guide school leaders in decision making thereby assuring efficient school operations;
    - c. Introduce and recognize new members of Management Committee as partners in the attainment of the divisions’ mandate;
    - d. Enlist participation and commitment of all key personnel in the SDO and schools to agreed deliverables and timelines to ensure that public services at all level is provided with inclusivity, determination and positivity.
  3. The participants in this activity are Assistant Schools Division Superintendents, Functional Division Chiefs, Administrative Officer V – Administrative Unit, Administrative Officer IV – Personnel Section, Legal Officer, Planning Officer, IT Officer, Education Program Supervisors, Division ALS Focal Person, Senior Education Program Specialists, Medical Officer, Division Engineer, Public Schools District Supervisors and all Public Elementary and Secondary School Heads. They are advised to wear prescribed school/office uniform.
  4. Meal expenses (Breakfast, Lunch, PM Snacks) amounting to Eight Hundred Pesos (Php. 800.00) and travelling expenses of school participants in attending this activity shall be charged against School MOOE while Division Office participants shall be charged against Division MOOE funds subject to the usual accounting and auditing rules and regulations.



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5. The schedule of the participants and members of Technical Working Group is listed in the attached Enclosure 1. This memorandum serves as Travel Order of the participants.
6. For queries and clarifications, feel free to contact and send email to [sdobatangas.sgod@deped.gov.ph](mailto:sdobatangas.sgod@deped.gov.ph)
7. Immediate and wide dissemination of this memorandum is desired.

  
**MARITES A. IBANEZ, CESO V**  
Schools Division Superintendent

MBM / 7<sup>TH</sup> DIVISION MANAGEMENT COMMITTEE MEETING / R2-140459 / 01-27-2025





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Enclosure 1

**7<sup>TH</sup> DIVISION MANAGEMENT COMMITTEE MEETING  
 ROSARIO CULTURAL AND SPORTS CENTER**

DATE	February 5, 2025	February 6, 2025
Attendee	1) All Public School District Supervisors 2) School Heads of the following: A. Calaca B. Tuy C. Nasugbu East D. Taal E. Bauan East F. Lobo G. San Luis H. Talisay I. Malvar J. Alitagtag K. Sta. Teresita L. Rosario East M. Ibaan N. San Jose O. San Juan East P. Calatagan 3) SDO Participants A. Marites A. Ibanez B. Gregorio T. Mueco C. Rhina O. Ilagan D. Mario B. Maramot E. David M. Nuay F. Lou C. Panaligan G. Atty. Karen M. Salimo H. Aris U. Dimaano I. Joemar B. Perez J. Ma. Leticia Jose Basilan K. Anselma M. Ebero L. Emerson Dalangin M. Mercy R. Villanueva N. Engr. John Albert L. Tiquis O. Rosemarie A. Encarnacion  <b>TWG:</b> Program Facilitator: A. Jessa Guerra B. Noah Duque Technical A. John Lhester L. Gabo B. Elizalde Piol Documentation / Registration A. Cora V. Samson B. Anabel E. Magalona Medical A. Christian Harina B. Jaime John Montealegre	1) School Heads of the following: A. Lemery B. Lian C. Balayan East D. Balayan West E. Nasugu West F. Bauan West G. Mabini H. San Pascual I. Tingloy J. Agoncillo K. San Nicolas L. Balete M. Cuenca N. Laurel O. Mataasnakahoy P. San Juan West Q. Rosario West R. Padre Garcia S. Taysan 2) SDO Participants A. Marites A. Ibanez B. Gregorio T. Mueco C. Rhina O. Ilagan D. Mario B. Maramot E. David M. Nuay F. Lou C. Panaligan G. Atty. Karen M. Salimo H. Aris U. Dimaano I. Joemar B. Perez J. Ma. Leticia Jose Basilan K. Miguel B. Ularte L. Loreta V. Ila M. Elizabeth R. Tolentino N. Dra. Khareen Cadano  <b>TWG:</b> Program Facilitator: A. Louie Alvarez B. Niña Dimaculangan Technical A. John Lhester L. Gabo B. Elizalde Piol Documentation / Registration A. Rodrigo Castillo B. Evelyn De Sagun Medical A. Maria Katrina Dimaunahan B. Mary Ann Rillera