



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

May 15, 2024

DIVISION MEMORANDUM

NO. 104, s. 2024

DIVISION MANAGEMENT COMMITTEE MEETING

To: Assistant Schools Division Superintendent
Chief Education Supervisors, SGOD and CID
Education Program Supervisors/Division Coordinators
Public Schools District Supervisors
Section/Unit Heads
Heads, Public Elementary and Secondary Schools
Assistant Principals of Secondary Schools

1. This Office will spearhead the conduct of the EOSY Division Management Committee Meeting on **May 22, 2024, 8:00AM - 5:00PM** at **Casiguran Gymnasium, Casiguran, Sorsogon**.
2. The agenda to be taken up include:
 - a. Updates from the Regular Regional ManCom Meeting;
 - b. Roll-out/Implementation of the MATATAG Curriculum;
 - c. End of School Year Rites;
 - d. National Learning Camp;
 - e. Updates from CID, SGOD and OSDS; and
 - f. Other matters
3. Participants in this activity are the Top Management, Chief Education Supervisors, PSDSs/OIC PSDSs, Cluster Heads, EPS/Specialists, Section Heads, SEPS, PDO, Elementary and Secondary School Heads and Assistant School Principals. They are encouraged to be in smart casual attire. For those school heads who will be attending the Division Capacity Building on PPSSH on the same day they are expected to send their representative.
4. The hosts for this ManCom Meeting are the *School Governance and Operations Division (SGOD) and Donsol districts*. They will take charge of ensuring that the venue is prepared, minutes of the meeting taken and other concerns relative to the activity are looked into.



Balogo Sports Complex, Balogo, Sorsogon City, Sorsogon 4700
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5. A registration fee amounting to **Php 500.00** will be collected during the management committee meeting to cover expenses of meals, sound system and LED wall rental and other incidental expenses which shall be charged against school/division MOOE funds subject to the usual accounting and auditing rules and regulations.
6. Immediate dissemination of this Memorandum to all concerned is desired.


WILLIAM E. GANDO, CESO VI
Schools Division Superintendent 



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COMMITTEES FOR THE EOSY DIVISION MANCOM MEETING

A. Minutes of the Meeting

1. PSDSs of Donsol districts or his/her representative/s

B. Attendance

1. Rosemarie D. Lisano
2. Maria Riza E. Dino
3. Liborio Altarejos III

C. Documentation

1. Ronald D. Esteves
2. Abraham H. Gregory
3. Joseph John J. Perez

D. Certificate of Appearance & Participation

1. Esperanza G. Espigol

**E. Physical Arrangement/
Stage Decoration**

1. Arnel David E. Duka Jr.
2. Alan Ordonez
3. Rex T. Barbin

F. Master of Ceremonies

c/o Donsol NCHS

G. Intermission Numbers

c/o Donsol districts

H. Program and Invitation

1. Roman B. Jebulan

I. Meals/Health & Welfare

1. Bernardino D. Estrada
2. Belardo G. Hadap Jr.
3. Five (5) Nurses

J. Technical/ Ways and Means

1. Jose Ma. Albert Perez
2. Rex T. Barbin
3. Edgar Jarabese



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