



Republic of the Philippines  
**Department of Education**

REGION XI

SCHOOLS DIVISION OF DAVAO DEL NORTE

Office of the Schools Division Superintendent

April 3, 2025

**DIVISION MEMORANDUM**

**No. 0079, s. 2025**

**1<sup>st</sup> DIVISION MANAGEMENT COMMITTEE MEETING FOR CY 2025  
WITH A TESTIMONIAL SALUTE TO RETIREES**

To: Assistant Schools Division Superintendent  
Chief Education Program Supervisor, Curriculum Implementation Division  
School Governance and Operations Division (SGOD)  
Public Schools District Supervisors  
Heads of Functional Division  
School Heads, Integrated, Elementary and Secondary Schools  
All Others Concerned

1. In our continuous pursuit of excellence and efficiency to be in the lead in delivering quality education and be above the cut, the DepED Division of Davao del Norte will convene a Division **Management Committee Meeting** to discuss key operational matters, strategic initiatives, and policy updates ON April 10, 2025 at Heroben Hometel, Tagum City.
2. This meeting aims to align our collective efforts with the division's goals, ensuring that our programs and services remain responsive to the evolving needs of our learners and stakeholders. Specifically, the meeting intends to:
  - a. ensure that the Programs, Projects, and Activities (PPAs) are effectively implemented and achieve the desired outcomes;
  - b. discuss and plan the PPAs for implementation during the summer and the subsequent PPAs for SY 2025-2026;
  - c. provide updates on the results of activities participated in by learners, teachers, and school heads, as well as explore possible improvements;
  - d. discuss DepEd policies and their implementation mechanisms; and
  - e. address concerns related to end-of-school-year rites.
3. The participants in this Division Management Committee Meeting cum Testimonial Program for the Division Mancom Members Retired Personnel are the following :

SDO PROPER	SCHOOLS
SDS – 1	Elementary School Heads - 189
ASDS/OIC Chief, SGOD – 1	Integrated School Heads - 30
Heads of Sections /Units – 9	Junior High School - 2
Chief CID – 1	JHS with SHS – 43



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CID EPS and PSDS - 21 SGOD EPS - 1 SGOD SEPS - 3  Mancom Secretariat : -3 Chair : Janice Fernandez Co -Chair : Romela T. Pangandoyon Members : Relyn B. Gallardo Joanna Mari C. Borbon Lourdie Mae Luzon Franklin Maynucas	
TOTAL = 40	TOTAL = 264

4. Herewith is the Matrix of Activities of the said meeting for reference.
5. All expenses incurred in the conduct of this activity shall be chargeable against division/school Maintenance and Other Operating Expenses (MOOE) funds, subject to the usual accounting and auditing rules and regulations.
6. This Office reiterates the importance of observing and upholding the values of equality and diversity among all personnel while participating in the above-mentioned session.
7. Immediate dissemination of this Memorandum to all concerned is earnestly desired.

**REYNALDO B. MELLORIDA, CESO V**  
Schools Division Superintendent

For the Schools Division Superintendent

**JANETTE G. VELOSO, CESO VI**  
Assistant Schools Division Superintendent







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**SCHOOLS DIVISION OF DAVAO DEL NORTE**

**Enclosure 1**

**1<sup>ST</sup> MANAGEMENT COMMITTEE MEETING**  
**MATRIX OF ACTIVITIES**  
**April 10, 2025**  
**8:00 am – 5:00 pm**

<b>TIME</b>	<b>AGENDA / PARTICULARS</b>	<b>DETAILS / DISCUSSANT</b>
8:00 – 8:30 A.M.	Part I - Preliminaries Phil. National Anthem Invocation DepED Quality Policy  Welcome Remarks  Acknowledgment of Attendees  Call to Order and Message	- AVP - AVP - AVP  - Janette G. Veloso, CESO VI Asst. Schools Division Superintendent  - Relyn B. Gallardo Administrative Officer IV/ HRMO  - Reynaldo B. Mellorida, CESO V Schools Division Superintendent
8:30 AM– 12:00 NN	Part II - Reading and Approval of the Previous Minutes of the Mancom Meeting • Reading of the Minutes of the Previous Meeting • Approval of the Minutes of the Previous Meeting • Business Arising	- Attendees - Mancom Secretariat - Reynaldo B. Mellorida, CESO V Schools Division Superintendent
	Part III – New Business for the Mancom Meeting  • SDS' Updates and Directions a. Flexible Work Arrangements in DepED b. Expanded Career Progression c. DepED Policies  • Updates from SDO Proper	- Reynaldo B. Mellorida, CESO V Schools Division Superintendent





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	<div>j. Pay Slip Releasing (every 20<sup>th</sup> day of the Month) and Form 7 Submission (every 5<sup>th</sup> day of the following month</div> <div><div><div>• Quality Management System</div><div>• BAC Matters</div><div>• Other Matters/ Announcements<div><div>a. PESPA</div><div>b. NAPSHI</div></div></div></div><div>Adjournment</div></div>	<div>- Roma Berja PSU Incharge</div> <div>- Edward C. Amoguis Chair, Quality Management Review</div> <div>- Jillian Casal BAC Secretariat</div> <div>- Jocelyn Fernandez PESPA President</div> <div>- Aser Samsona NAPSHI President</div>																																												
1:00 – 4:00 PM	Part 1V – Testimonial Program	Liezl Josol Romela T. Pangandoyon																																												
<div>“FLORA AND A LIFETIME OF MEMORIES: A TESTIMONIAL PARTY”</div> <div>Theme: A legacy in Bloom, Honoring the Roots, Celebrating the Journey</div>																																														
	<table><tr><th>NAME</th><th>POSITION</th><th>EFFECTIVITY</th><th>YRS. IN SERVICE</th></tr><tr><td>WILSON L. GODOY</td><td>PRINCIPAL III</td><td>JAN. 1, 2024</td><td>27 YEARS</td></tr><tr><td>DANTE TUD</td><td>PRINCIPAL I</td><td>JAN. 5, 2024</td><td>33 YEARS</td></tr><tr><td>MAXIMO M. BESINGA</td><td>HEAD TEACHER II</td><td>JULY 7, 2024</td><td>24 YEARS</td></tr><tr><td>JOSE M. MALLORCA</td><td>HEAD TEACHER I</td><td>AUG. 1, 2024</td><td>26 YEARS</td></tr><tr><td>ROBERT BAYATEN</td><td>PRINCIPAL I</td><td>AUG. 1, 2024</td><td>28 YEARS</td></tr><tr><td>EDNA CERVERA</td><td>PRINCIPAL I</td><td>AUG. 1, 2024</td><td>39 YEARS</td></tr><tr><td>MARLYN T. PERALTA</td><td>PRINCIPAL IV</td><td>DEC 3, 2024</td><td>39 YEARS</td></tr><tr><td>IGNACIO JR. P. LASCO</td><td>PRINCIPAL IV</td><td>JAN. 27, 2025</td><td>33 YEARS</td></tr><tr><td>RAMON S. LANZADERAS</td><td>PRINCIPAL I</td><td>MARCH 1, 2025</td><td>41 YEARS</td></tr><tr><td>ALMA R. CANTON</td><td>PRINCIPAL IV</td><td>APRIL 5, 2025</td><td>30 YEARS</td></tr></table>		NAME	POSITION	EFFECTIVITY	YRS. IN SERVICE	WILSON L. GODOY	PRINCIPAL III	JAN. 1, 2024	27 YEARS	DANTE TUD	PRINCIPAL I	JAN. 5, 2024	33 YEARS	MAXIMO M. BESINGA	HEAD TEACHER II	JULY 7, 2024	24 YEARS	JOSE M. MALLORCA	HEAD TEACHER I	AUG. 1, 2024	26 YEARS	ROBERT BAYATEN	PRINCIPAL I	AUG. 1, 2024	28 YEARS	EDNA CERVERA	PRINCIPAL I	AUG. 1, 2024	39 YEARS	MARLYN T. PERALTA	PRINCIPAL IV	DEC 3, 2024	39 YEARS	IGNACIO JR. P. LASCO	PRINCIPAL IV	JAN. 27, 2025	33 YEARS	RAMON S. LANZADERAS	PRINCIPAL I	MARCH 1, 2025	41 YEARS	ALMA R. CANTON	PRINCIPAL IV	APRIL 5, 2025	30 YEARS
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Outfit: Garden Theme Party Concept																																														
	Part V Closing Community Dance Wellness Closing Prayer	DR. RONNIE A. PUBLICO PSDS of TALAINGOD DISTRICT																																												

