



Republic of the Philippines
Department of Education
SOCCSKSARGEN REGION
SCHOOLS DIVISION OF SARANGANI

05 Feb 2025

DIVISION MEMORANDUM
SGOD-2025-026

SPECIAL DIVISION MANAGEMENT COMMITTEE
MEETING FOR PRIVATE SCHOOLS

To: Assistant Schools Division Superintendent
Public Schools District Supervisors Concerned
Private Elementary and Secondary School Heads Concerned

1. To provide updates on current policies and address issues affecting the operations and management of private schools, the School Governance and Operations Division will conduct a **Special Division Management Committee (MANCOM) Meeting for Private Schools** on February 7, 2025. The venue will be announced later.
2. Specifically, the activity aims to discuss the following matters:
 - a. Updates on the Learner Information System (LIS) and Enrollment
 - b. Promotion and Special Order (SO) Issuances
 - c. School Improvement Plan (SIP)
 - d. Alternative Delivery Mode (ADM) Program Updates
 - e. Orientation on Basic Operation of the Fast App Application
 - f. PISA Updates
 - g. Child Protection Committee reports and updates
3. Enclosed are the matrix of activities and list of participants for easy reference. All participants are advised to bring personal laptops and extension wires.
4. A registration fee will be collected by the SPSEA officers to cover the operational expenses of the activity.
5. For inquiries, contact Mr. Redentor C. Vigafria at 09385030546.
6. For the information and guidance of all concerned.


RUTH L. ESTACIO PhD, CESO V
Schools Division Superintendent

Encl.: As stated



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Reference: N o n e

To be indicated in the Perpetual Index
under the following subjects:

MEETINGS
PRIVATE EDUCATION

RCV/SGOD-YFS/MLA – special division management committee meeting for private schools
0134/05 February 2025

PROGRAM FLOW

8:00-8:30	Arrival and Registration	
8:30-9:00	Preliminaries Pambansang Awit (AVP) Prayer (AVP)	
9:00 – 9:15	Roll Call	Redentor C. Vigafria PDO-1/Private School In-Charge
9:15 – 9:30	Opening Remarks	Maria Shirley M. Cardinal SGOD-Chief
9:30 – 9:45	Message	Ruth L. Estacio, PhD, CESO V Schools Division Superintendent
9:45 – 10:00	Message	Atty. Nelyn B. Frinal, CESO VI Assistant Schools Division Supt.
10:00 – 10:30	Enrollment and LIS	Bualan Y. Abid Jr. Planning Officer III
10:30-11:00	Promotional and SO issuance	Edward Ryan Gulam Education Program Supervisor
11:00 – 11:30	SIP	Felipe B. Tuyogon Jr. Senior Education Program Specialist
11:30 – 12:00	ADM	Aurelio C. Cagang Education Program Supervisor
12:00 – 1:00	Lunch Break	
1:00 – 1:15	Energizer (Health Break)	
1:15 – 2:00	FAST APP (Basics)	Jestoni C. Sales Senior Education Program Specialist
2:00 – 2:30	PISA Updates	Donna S. Panes CID-Chief
2:30 - 3:00	CPC updates	Junelette D. Mabunga PDO-1, SGOD YFS
3:00 – 4:00	Issues and Concerns	

Master of Ceremony

LIST OF PARTICIPANTS

No.	Name	Position
1	RUTH L. ESTACIO, PhD, CESO V	Schools Division Superintendent
2	ATTY. NELYN B. FRINAL, CESO VI	Asst. Schools Division Superintendent
3	MARIA SHIRLEY M. CARDINAL	SGOD-CHIEF
4	DONNA S. PANES	CID-CHIEF
5	BUALAN Y. ABID JR.	Planning Officer III
6	EDWARD RYAN GULAM	EPS – CID
7	AURELIO C. CAGANG	EPS – CID
8	FELIPE B. TUYOGON JR.	SEPS
9	JESTONI C. SALES	EPS-II
10	JUNELETTE D. MABUNGA	PDO-1- SGOD-YFS
11	REDENTOR C. VIGAFRIA	PDO-1- SGOD-YFS
12	ADRIANO A. DALIGDIG	EPS – SGOD
13	Private School Administrators or their authorized representatives	