



Republic of the Philippines  
**Department of Education**  
Region V – Bicol  
**SCHOOLS DIVISION OFFICE OF CATANDUANES**

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MEMORANDUM  
OSDS-UM-05-18-20/JMT

To: Asst. Schools Division Superintendent  
CID and SGOD Chiefs  
Education Program Supervisors  
Public Schools District Supervisors  
Administrative Officer V  
Section Chiefs  
Elementary and Secondary School Heads

From:   
**DANILO E. DESPI**  
Schools Division Superintendent

Subject: **SECOND DIVISION MANCOM MEETING (Teleconference)**

Date: May 18, 2020

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To sustain the delivery of quality, accessible, relevant and liberating basic education for all Catandunganon learners, all concerned are hereby informed of the scheduled Division MANCOM Meeting (Teleconference) on **May 20 and 21, 2020** (Wednesday and Thursday) for all Elementary School Heads on the first day (May 20, 2020) and Secondary School Heads on the second day (May 21, 2020) to start at exactly **9:00 AM via Google Meet**.

The Google Meet App Meeting ID/ Link and password will be sent by the Division ITO Coordinator to the participants' official DepED Gmail Account to the conduct of the said meeting.

The Indicative Program Design is hereto attached.

JMT/ 2<sup>nd</sup> Division MANCOM Meeting  
0007/ May 18, 2020

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**Department of Education**  
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**SCHOOLS DIVISION OFFICE OF CATANDUANES**

**SECOND DIVISION MANAGEMENT COMMITTEE MEETING**

*(Teleconference) via Google Meet*

**May 20, 2020** (Wednesday) *Elementary*

**May 21, 2020** (Thursday) *Secondary*

**INDICATIVE PROGRAM DESIGN**

<b>TIME</b>	<b>TOPIC/ ACTIVITY</b>	<b>INCHARGE</b>
9:00 AM- 9:10 AM	Prayer	<b>Gina Custodio</b>
9:10 AM – 9:20 AM	Brief Mechanics Teleconference Reminders	<b>Jennifer Metica</b> <i>Division ITO</i>
9:20 AM – 10:30 AM	On SDS Time ( Input) -Learning Continuity Plan with Special Focus on the Opening of Classes -Matters for Information and Discussion	<b>Danilo E. Despi</b> <i>Schools Division Superintendent</i>
10:30 AM – 11:00 AM	School Calendar for SY 2020-2021 Ranking of Teacher I Applicants	<b>Ma. Luisa T. Dela Rosa</b> <i>Asst. Schools Division Superintendent</i>
11:00 AM – 11:30 AM	Modalities for Learning -Digital -Modular -Face to face -Blended Learning	<b>Romel Petajen</b> <i>EPS, Math</i>
11:30 AM to 12: NN	Development and Quality Assurance of Learning Materials	<b>Jesslyn T. Taway</b> <i>EPS, LRMDS</i>
1:00 PM – 1:20 PM	Report the status of Inventory/ Mapping of Teachers and Learners and Learning Contests	<b>Mary Jean S. Romero</b> <i>EPS, SGOD</i>
1:20 PM – 1:40 PM	Brigada Eskwela and Oplan Balik Eskwela	<b>Miguel C. Ogalinola</b> <i>SGOD Chief</i>
1:40 PM – 2:00 PM	Health Protocols	<b>Dr. Kristine G. Santelices</b>
1:40 PM – 2:30 PM	Updates from Section Chiefs	
2:30 PM – 3:30 PM	Open Forum	
3:30 PM – 4:00 PM	Next Steps and Closing	<b>Danilo E. Despi</b> <i>Schools Division Superintendent</i>



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