



24-7769

Republic of the Philippines
Department Of Education
Region XI
Schools Division of Panabo

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

SGOD-2024-0336

To : Assistant Schools Division Superintendent
Chief of the Schools Governance and Operations Division
Chief of the Curriculum and Implementation Division
All Private School Principals and Administrators
All Concerned

Subject: **CONDUCT OF PRIVATE SCHOOLS' SUMMIT**

Date: July 17, 2024

Please be informed that pursuant to Regional Memorandum QAD-2024-039, the Division will be participating in the "Conduct of Private Schools' Summit" scheduled on July 22-24, 2024, at the Holy Cross of Davao College Gymnasium, Sta. Ana Avenue, Davao City.

The following personnel from our division are designated to attend:

- | | |
|-------------------------------------|-------------------------------------------------------------|
| 1. Jinky B. Firman, PhD, CESO VI | - Schools Division Superintendent |
| 2. Basilio P. Mana-ay, Jr., CESO VI | - Asst. Schools Division Superintendent |
| 3. Avelino Bitang | - PSDS/Private School Evaluator
in lieu of the CID Chief |
| 4. Erick Dalumpines | - SEPS Planning and Research
in lieu of the SGOD Chief |
| 5. Jobellyn May A. Bontifola | - SHS Teacher, PCSHS
in lieu of the Division SHS Focal |
| 6. Lea Jane M. Isleta | - EPS II, SMME |

The participants from the Private Schools are the following:

1	Krislyn G. Ombrosa	Francisco Adlaon Learning Institute, Inc.
2	Ireneo V. Caminos, Jr.	Francisco Adlaon Learning Institute, Inc.
3	Ma. Gemma Vergara	Panabo Christian School
4	Rizza Cawas	Northlink Technological College, Inc.
5	Sarah Angelie Somoso	North Davao Colleges, Inc.
6	Abigail Quintana	North Davao Colleges, Inc.
7	Risabeth Baluyut	Lifeword Montessori School, Inc.
8	Kevin Masig	Maryknoll College of Panabo City, Inc.
9	Marsan Obrador	Maryknoll College of Panabo City, Inc.
10	Ludeline M. Gonzales	Good Shepherd Baptist School
11	Betty Herceda	UCCP PCAI
12	Mary Joy Penas	UCCP PCAI
13	Darlene N. Sulite	Panabo SDA Learning Center, Inc.



Schools Division Office of Panabo City
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Email: panabocity.division@deped.gov.ph



Republic of the Philippines
Department Of Education
Region XI
Schools Division of Panabo

Office of the Schools Division Superintendent

14	Melanie T. Manggarnia	Northern Paramedical & Technological College of Panabo, Inc.
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Travel and other incidental expenses of DepEd participants shall be charged against Division MOOE Funds, subject to the usual accounting and auditing rules and regulations.

For your information and compliance.

For and in the absence of the Schools Division Superintendent:


BASILIO P. MANA-AY, JR., CESO VI
Assistant Schools Division Superintendent
Officer-In-Charge 

SGOD/ABA/tuj

RELEASED

JUL 18 2024

RECORDS SECTION SDO PANABO CITY
BY 



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Republic of the Philippines
Department of Education
DAVAO REGION

Office of the Regional Director

REGIONAL MEMORANDUM

QAD-2024-039

To : Assistant Regional Director
Schools Division Superintendents
Chief Education Supervisors, Regional Office
Presidents/ Administrators of Private Schools and
SUCs/LUCs offering Basic Education
All Others Concerned

Subject: CONDUCT OF PRIVATE SCHOOLS' SUMMIT

Date : July 10, 2024

This Office through the Quality Assurance Division announces the conduct of Private Schools Summit by virtue of the invitation from Davao Association of Catholic Schools, Inc. (DACs). The summit will take place on **July 22-24, 2024** at Holy Cross of Davao College Gymnasium, Sta. Avenue, Davao City with the theme: **Building Strong Foundations: Mutual Understanding by the Public and Private Sectors of their Complementary Roles.**

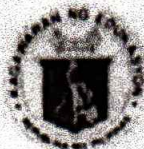
This summit aims to:

1. foster stronger relationships and partnerships between private schools and the Department of Education; and
2. foster comprehensive awareness and understanding among stakeholders regarding regulatory requirements, policy changes, and updates within the education system to ensure compliance, adaptability, and informed decision-making.

It shall be the obligation of the Schools Division Offices, through the School Governance and Operations Division (SGOD) to determine their participating private schools based on the allocated number of representatives specified in the attached enclosure.

The number of participants per school shall be based upon the hereunder size category of the participating private schools:

Size Category of Schools	Number of Participants
Small	maximum of 1
Medium	maximum of 2
Large	maximum of 3



Republic of the Philippines
Department of Education
DAVAO REGION

Office of the Regional Director

A registration fee of four thousand pesos (Php4,000.00) shall be collected from the private schools' participants by the Davao Association of Catholic Schools, Inc. (DACS) to defray expenses for food, venue, kits and other incidental expenses.

This Private School Summit is a live-out activity. Hence, accommodation is not included in the registration fee.

All participants are requested to register through this link: <https://tinyurl.com/PS-Summit-RegForm> on or before **July 17, 2024**.

The number of participants, committees, program flow of the activity, committee members and their terms of reference are in the enclosures.

Travel and other incidental expenses of DepEd participants shall be charged against local funds, subject to the usual accounting and auditing rules and regulations.

For information and guidance of all concerned.

ALLAN G. FARNAZO
Director

ROQS/ddt

DEPARTMENT OF EDUCATION
RECORDS SECTION
RELEASED

By: [Signature] Date: July 15, 2024
Time: 3:46 PM



Republic of the Philippines
Department of Education
 DAVAO REGION

Office of the Regional Director

Enclosure 1

Expected Participants		
OFFICE	PARTICIPANTS	PAX
DepEd Central Office	From the Office of the Assistant Secretary for Field Operations	2
	Education Programs Management Office	1
	Sub Total	3
DepEd Regional Office	Top Management	2
	Chiefs of the Functional Divisions	8
	QAD Personnel	7
	CLMD Personnel	1
	PPRD Personnel	1
	ESSD Personnel	3
	AD Personnel	1
	PAU Personnel	3
	ICTU Personnel	3
	Legal Unit Personnel	1
	Sub Total	30
Schools Division Offices	Schools Division Superintendents	11
	Asst. Schools Division Superintendents	12
	Curriculum Implementation Division Chiefs	11
	School Governance and Operations Division Chiefs	11
	SEPS, SMME Unit	9
	EPS II, SMME Unit	11
	SDO Private School Focal Person	6
	SDO Private School Focal Person for the Curriculum	8
	SDO SHS Focal Person	8
	SDO Digos City ITO	1
	Sub Total	88
	TOTAL	121
Representatives from Participating Private Schools per SDO	SDO-Davao City	240
	SDO-Davao del Norte	50
	SDO-Davao del Sur	50
	SDO-Davao de Oro	50
	SDO-Davao Occidental	20
	SDO-Davao Oriental	30
	SDO-Digos City	40
	SDO-IGACOS	20
	SDO-Mati City	20
	SDO-Panabo City	30
	SDO-Tagum City	50
	Sub Total	600
GRAND TOTAL		721



Republic of the Philippines
Department of Education
DAVAO REGION

Office of the Regional Director

Enclosure 2

Technical Working Group

Committee	In-charge	TOR
Steering Committee	Chairperson: Allan G. Farnazo <i>Regional Director</i> Br. Noelvic H. Deloria, SC <i>DACS President/HCDC President</i> Co-Chairperson: Rebonfamil R. Baguio <i>Asst. Regional Director</i> Member: Jenielito S. Atillo <i>CES, QAD</i>	-Provides overall guidance and direction for the summit.
Event Organizing	Chairperson: Darly D. Lamentac <i>EPS, QAD</i> Co-Chairperson: Brenda S. Belonio <i>EPS, QAD</i> Ginalyn P. Yretarino <i>Program Chair, CHTM</i> Members: QAD Personnel	-Ensures that the event is well-coordinated and meets its objectives. -Develops a detailed activity plan and timeline. -Develops the content and structure of the summit. -Serves as central point of contact for all the committees. -Drafts a Regional Memorandum relative to the summit.
Program and Invitation	Chairperson: Brenda S. Belonio <i>EPS, QAD</i> Co-Chairperson: Darly D. Lamentac <i>EPS, QAD</i> Member: Justin Brylle C. Villarias <i>Project Development Officer, PAU</i> Puriflor M. Limjuco <i>Administrative Aide, QAD</i>	-Coordinates with the event organizer relative to the design and structure of the program. - Develops the content and structure of the program. -Designs invitation. -Disseminates invitation to concerned parties.
Certificates	Chairperson: Rubilyn Dee R. Ampong <i>EPS, QAD</i> Co-Chairperson: Ma Cristina B. Dionisio <i>EPS, QAD</i> Members: Aaron G. Cubelo <i>Administrative Assistant I, QAD</i> Puriflor M. Limjuco <i>Administrative Aide, QAD</i>	-In-charge of the preparation of certificates (Recognition, Participation, and Appearance) -Ensures that certificates are created in accordance with standards. -Ensures that the certificates are distributed in timely and organized manner.
Leis, Tokens, and Kits	Chairperson: Darly D. Lamentac <i>EPS, QAD</i> Co-Chairperson: Aiza Bicar-Gallego <i>Business Unit Head</i> Members: Justin Brylle C. Villarias <i>Project Development Officer, PAU</i> HCDC representative	-Manages and oversees the allocation and distribution of resources
Secretariat	Chairperson: Darly D. Lamentac <i>EPS, QAD</i> Irene N. Miral <i>DACS Admin and Finance Associate</i>	-Provides administrative and logistical assistance. -Coordinates and disseminates information between committees and attendees.



Republic of the Philippines
Department of Education
 DAVAO REGION

Office of the Regional Director

	Co-Chairperson: Alfeo B. Ingay EPS, QAD Members: Aaron G. Cubelo Administrative Assistant, QAD Puriflor M. Limjuco Administrative Aide, QAD	-Acts as a central communication hub for the event. -Secures the attendance of the participants.
Documentation	Chairperson: Gemima V. Galang Unit Head, PAU Co-Chairperson: Darly D. Lamentac EPS, QAD Members: HCDC Representative Pocholo C. Hernandez Unit Head, ICTU Jashua L. Wong Computer Programmer II, ICTU Marisol C. Presores Computer Maintenance Technologist I, ICTU Justin Brylle Villarias Project Development Officer, PAU Cristine Mae M. Gentallan Administrative Assistant I, PAU	-Ensures that all information is accurately captured and well-organized. -Creates visual documentation through photographs and videos. -Captures key moments and highlights of the event.
Logistics and Operations	Chairperson: Jimmie Loe P. Dela Vega DACS Executive Director Co-Chairperson: Darly D. Lamentac EPS, QAD Aiza Bicar-Gallego Business Unit Head Members: Ma Cristina B. Dionisio EPS, QAD Rubilyn Dee R. Ampong EPS, QAD	-Manages the logistical and operational aspects of the summit. -Secures the venue and arrange room set-up. -Coordinates the accommodation of the attendees. -Arranges the catering and refreshments. -Handles the registration and check-in processes. -Ensures the availability of necessary equipment.
QAME	Chairperson: Brenda S. Belonio EPS, QAD Members: Liezel C. Padua PSDS, SDO Mati City Elvis Ryan C. Millan EPS II, SMME Unit SDO Davao Occidental	-Ensures that the participants can evaluate the Daily Operations and End of the Program Evaluation. -Collects and analyzes data to assess the success of the summit.
Technical	Chairperson: Pocholo C. Hernandez Unit Head, ICTU Co-Chairperson: HCDC Representative Members: Justin Brylle Villarias Project Development Officer, PAU Jashua L. Wong Computer Programmer II, ICTU Marisol C. Presores CMT I, ICTU	-Manages the technical requirements and IT infrastructure.



Republic of the Philippines
Department of Education
DAVAO REGION

Office of the Regional Director

Safety, Security, and Medical	Chairperson: Alfeo B. Ingay EPS, QAD Co-Chairperson: HCDC Representative Members: John Arnel Villacorte Marra Medrano Stephen Mark Castres	<ul style="list-style-type: none">-Ensures the safety and security of all the participants.-Develops and implements safety protocols.-Ensures emergency preparedness.
Ways and Means	Chairperson: Br. Noelvic H. Deloria, SC DACS President/HCDC President Jimmie Loe P. Dela Vega DACS Executive Director Co-Chairperson: Jenielito S. Atillo Chief, QAD	<ul style="list-style-type: none">-Ensures that the budget covers all aspects of the event.
Food	Chairperson: Chef Raymond A. Miñoza Culinary Specialist Co-Chairperson: Rubilyn Dee R. Ampong EPS, QAD Members: HCDC Representatives	<ul style="list-style-type: none">-Plans and oversees the menu for the summit-Ensures a variety of healthy and balanced meal-Monitors food safety and hygiene standards
Ushering Committee	Chairperson: Brenda S. Belonio EPS, QAD Co-Chairperson: Ginalyn P. Yretarino Program Chair, CHTM Members: HCDC Representatives	<ul style="list-style-type: none">-Facilitates the registration process of the attendees-Guides and assists attendees in finding their way around the venue-Ensures orderly conduct of the event



Republic of the Philippines
Department of Education
DAVAO REGION

Office of the Regional Director

Enclosure 3

Indicative Program of Private Schools Summit

Theme: *Building Strong Foundations: Mutual Understanding by the Public and Private Sectors of their Complementary Roles*

Venue: Holy Cross of Davao College Gymnasium,
Sta. Ana Avenue, Davao City

Date: July 22-24, 2024

TIME	ACTIVITY	DETAILS/IN-CHARGE
DAY 1- July 22, 2024		
Officers of the day: Dr. Brenda S. Belonio and Ms. Darly D. Lamentac		
7:00-8:30 AM	Part I. Registration	DACS Secretariat
8:30-9:45 AM	Part II. Opening Program -Preliminaries -Acknowledgment of Attendees -Opening Salvo -Welcome Message -Rationale of the Activity -Message	DACS President DepEd ROXI- Asst. Regional Director DepEd ROXI- CES, QAD DepEd ROXI- Regional Director
9:45-10:00 AM	-Health Break-	
10:00-11:00 AM	Part III. Sessions Session 1 DO 006 s. 2024-Adoption of the Public and Private Basic Education Complementarity Framework	Guest Speaker
11:00-12:00 NN	Session 2 Updates on the Private Schools Operations	Guest Speaker
12:00-1:00 PM	-Lunch Break-	
1:00-1:10 PM	Management of Learning -Energizer -Attendance Checking	Officers of the day
1:10-2:10 PM	Session 3 Updates on Education Programs Management	Guest Speaker
2:10-3:10 PM	Session 4 Policy on Learners Information System and Creation of School ID	Marilyn B. Madrazo CES, PPRD
3:10-3:25 PM	-Health Break-	
3:25-4:25 PM	Session 5 Policy and Procedural Guidelines on the Certification, Authentication, and Verification of Basic Education School Records	Roy T. Enriquez CES, AD
4:25-4:50 PM	Open Forum	Moderator
4:50-5:00 PM	QAME (Daily Evaluation)	QAME Associate



Republic of the Philippines
Department of Education
DAVAO REGION

Office of the Regional Director

TIME	ACTIVITY	DETAILS/IN-CHARGE
DAY 2- July 23, 2024		
Officers of the day: Dr. Alfeo B. Ingay and Dr. Ma Cristina B. Dionisio		
8:00-8:30 AM	Management of Learning -Nationalistic Song -Prayer -Recap -Energizer -Attendance Checking	DACS Members
8:30-10:00 AM	Session 6 MATATAG Curriculum- Implementation of the new curriculum	Mary Jeanne B. Aldeguer CES, CLMD
9:30-10:00 AM	Session 7 Grading System	
10:00-10:15 AM	-Health Break-	
10:15-11:00 AM	Session 8 DO 54 s. 2022- Guidelines on the Selection of Senior High School Technical-Vocational-Livelihood Specializations	Pedellina Huevos EPS, CLMD
11:00-12:00 NN	Session 9 Significance of Child Protection and Anti-Bullying Policies in the Regulatory Services	Atty. Lorenza Pitulan Attorney IV, Legal Unit
12:00-1:00 PM	-Lunch Break-	
1:00-1:10 PM	Management of Learning -Energizer -Attendance Checking	Officers of the day
1:10-3:10 PM	ESSD Matters in the Regulatory Services Session 10 Mental Health Awareness Session 11 Disaster Risk Reduction Management Program Session 12 Partnership	Warlito E. Hua CES, ESSD
3:10-3:25 PM	-Health Break-	
3:25-4:25 PM	Session 13 Professional Learning and Development Program for Human Resources and School	Nelma Lyn R. Barnija CES, HRDD and RNEAP
4:25-4:50 PM	Open Forum	Moderator
4:50-5:00 PM	QAME (Daily Evaluation)	QAME Associate
6:00-8:00 PM	Socials	HCDC and QAD



Republic of the Philippines
Department of Education
DAVAO REGION

Office of the Regional Director

TIME	ACTIVITY	DETAILS/IN-CHARGE
DAY 3- July 24, 2024		
Officers of the day: Ms. Rubilyn Dee R. Ampong and Dr. Ma Cristina B. Dionisio		
8:00-8:30 AM	Management of Learning -Nationalistic Song -Prayer -Recap -Energizer -Attendance Checking	SDO Private Schools Focal Persons
8:30-9:30 AM	Session 14 DO 32 s.2017, Gender-Responsive Basic Education Policy	Arls Juanillo CES, FTAD
9:30-10:30 AM	Session 15 Updates on Private Education Assistance	Sister Maria Marissa R. Viri, RVM PEAC Regional Program Director
10:30-10:45 AM	-Health Break-	
10:45-12:00 NN	Session 16 Updates on the Additional Services and Features on the Online Application System of DepEd Region XI for Regulatory Services and Other-Related Concerns -Confirmation of Fees	Pocholo C. Hernandez Unit Head, ICTU Stephen R. Pascual DITO, SDO-Digos City
12:00-1:00 PM	-Lunch Break-	
1:00-2:00 PM	Session 17 Concerns on the following application: -Renewal of Permit -School Branch -Government Recognition	Jenielito S. Atillo CES, QAD
2:00-2:20 PM 2:20-2:30 PM	Open Forum QAME (Daily Evaluation and End of the Program Evaluation)	Moderator QAME Associate
2:30-3:30 PM	Closing Program Prayer Messages Presentation (Dance) Impression -Private School Representative -SDO Representative Presentation of QAME Results Distribution of Certificates Acknowledgement	DACS Member DACS President Regional Director QAME Chairperson CES, QAD