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Republic of the Philippines
Department of Education
Region III
SCHOOLS DIVISION OF BULACAN

Office of the Schools Division
Superintendent

November 4, 2020

Division Advisory
No. 197 s. 2020

To : Assistant Schools Division Superintendent
Division Chiefs
Unit Heads
Public Schools District Supervisors/Education Program Supervisors
Public Elementary and Secondary School Heads
All Others Concerned

From : The Schools Division Superintendent

Subject: Rescheduling of the Division Management Committee Meeting

Please be informed that the Division Management Committee Meeting shall be on November 5, 2020 at 1:00pm instead of 9:00am as previously scheduled.

The contents of the Division Memorandum No. 196, s. 2020 will remain.

For information and guidance of all concerned.


ZENIA G. MOSTOLES, Ed. D., CESO V
Schools Division Superintendent



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Republic of the Philippines
Department of Education
REGION III
Schools Division Office of Bulacan

Office of the Schools Division Superintendent

October 30, 2020

DIVISION MEMORANDUM

No. 196, s. 2020

DIVISION MANAGEMENT COMMITTEE MEETING

To: Assistant Schools Division Superintendents
Division Chiefs
Unit Heads
Education Program Supervisors
Public Schools District Supervisors
Elementary and Secondary School Heads
All Others Concerned

1. This Office announces the conduct of Division Management Committee Meeting (MANGOM) via Microsoft Teams on November 5, 2020 at 9:00AM. All participants are required to register through accessing the link for registration <https://forms.gle/cgg1m1rMBPseWUBfA> on or before November 4, 2020 using either their Microsoft 0365 account or the school's 0365 account.

2. The agenda of the meeting are as follows:

2.1 CID Concerns

2.1.1 Printing of Modules for Quarter II

2.1.2 Grading System DO 31, s. 2020

2.2 SGOD Concerns

2.2.1 School-Based Feeding Program SY 2020 – 2021

2.2.2 Public Advisory on the Conduct of Online Classes using Video Conferencing Services

2.2.2 LIS Matters

2.2.3 Health Protocols

2.3. OSDS Concerns

2.3.1 Human Resource Matters

2.3.2 Accounting Matters

2.4 Schools Division Superintendent/Assistant Schools Division Superintendents' Hour

3. Attendees to this meeting include the Assistant Schools Division Superintendents, Division Chiefs, Education Program Supervisors, Public Schools District Supervisors, personnel from the SGOD, Unit Heads of the Division Office, and Elementary and Secondary School Heads.

4. This activity will be hosted by the ICT Management Team headed by Richard Biglete (ICTO), together with Isagani Aguinaldo, Maria Ana Galang, Jonalyn Perez, Kathrine Jane Luna, and Restituto Flores, as members.

5. It is expected that all participants observe the following Netiquettes.

Before Meeting

- a. Observe good grooming and dress appropriately during virtual conference meeting.
- b. Observe the actual virtual time. Participants should log-in for the virtual conference at least ten (10) minutes before the scheduled online meeting to ensure efficient connectivity and audio/video set-up.
- c. Choose an appropriate meeting area which is free from background distractions and disruptions. If possible, try to isolate yourself and set up a desk with a notebook and pen ready.



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During Meeting

- a. Mute microphones and turn-off cameras during the presentation of agenda. During the Open Forum, you may send a message at the chat pane if you want to speak and should wait for the moderator to recognize you before speaking.
 - b. Give your focused and full attention to the online meeting. Eating and other unnecessary actions should be avoided. Focusing on the screen is a good way to show the presenters that you are attentive. Avoid side conversations with others via other means of communication.
 - c. Participate fully by being actively engaged in the online meeting by listening to the one speaking, sharing your thoughts and ideas when needed and taking down important notes.
6. Attached is the copy of the Minutes of Meeting dated September 24, and 25, 2020 for reference. All inquiries and clarifications that pertain to school operations for SY 2020 – 2021 can be sent to deped.bulacan@deped.gov.ph on or before November 3, 2020. The Planning Officer shall consolidate all inquiries and clarifications to be answered by the SDS/ASDSes during the Open Forum.
7. Immediate and wide dissemination of this Memorandum is desired.

ZENIA G. MOSTOLES, EdD, CESO V
Schools Division Superintendent



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MINUTES OF THE MEETING

DATES OF MEETING: September 24, 2020 (EDDIS 1 and 2) and September 25, 2020 (EDDIS 3 and 4)

TIME OF THE MEETING: 8:00 AM

VENUE OF MEETING: Virtual / Online via Google Meet

ATTENDEES:

Name	Designation
1. Dr. Nicolas T. Capulong, CESO V	OIC-Regional Director and concurrent Schools Division Superintendent
2. Dr. Cecilia E. Valderama	Assistant Schools Division Superintendent
3. Ms. Rowena T. Quiambao, CESE	Assistant Schools Division Superintendent
4. Dr. Gregorio C. Quinto	Chief Education Program Supervisor (CID)
5. Mr. Marcos M. Dela Cruz	Chief Education Program Supervisor (SGOD)
6. Education Program Supervisors	
7. Public Schools District Supervisors	
8. Division Section Heads	
9. Division Webinar Management Team	
10. SGOD Personnel	
11. EDDIS 1 and 2 School Heads (September 24, 2020); EDDIS 3 and 4 School Heads (September 25, 2020)	



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Division Management Committee Meeting (10:00am-12:00pm)

- a. Opening Prayer – Mr. Edgardo Macarasiq – Education Program Specialist II
- b. Singing of the DepEd Bulacan Hymn
- c. Presentation of the Division Webinar Team – Mr. Isagani M. Agunaldo – ICT Teacher, Calumpit National High School
- d. Discussion of House Rules - Mr. Isagani M. Agunaldo – ICT Teacher, Calumpit National High School
- e. Checking of Attendance – Mr. Isagani M. Agunaldo – ICT Teacher, Calumpit National High School and Ms. Maria Ana Galang – Teacher, Banga High School
- f. Call to Order and Approval of the Minutes of the Previous Meeting and of the Agenda of the 2nd Division Management Committee Meeting
 - Ms. Rowena T. Quiamba, CESE – Assistant Schools Division Superintendent
 - Ms. Teresita Alquiza, PSDS (Pandi North) moved for the approval of the Minutes of the Previous Meeting and the Agenda of the 2nd Division Management Committee Meeting.
 - Dr. Joel Vasallo, Education Program Supervisor, and Dr. Irene Elizalde made the second the motion.

DISCUSSION

REMINDERS/ASSIGNMENT

- 1. **Dr. Gregorio C. Quinto Jr. – Chief Education Program Supervisor (CIP)**
 - 1. List of Teacher-Broadcasters from Schools Division of Bulacan For DepEd TV and Teleradyo
- 2. Regional Memorandum No. 271, s. 2020
Regional Task Force for the Opening of School Year 2020-2021
- 3. Department Memorandum 2020-00162
Suggested Strategies in Implementing Distance Learning Delivery Modalities for School Year 2020-2021
- 4. Division Memorandum No. 161, s. 2020
Policy Guidelines on the Delivery, Distribution, Utilization, Retrieval and Storage of Printed LMs and SLRs in Public Elementary and Secondary Schools of DepEd SDO Bulacan



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<p>The Guidelines call for vigilant attention of all concerned in the following aspects:</p> <ol style="list-style-type: none">delivery by service providers of printed LMs and SLRs to all district offices;district level distribution process of said materials to all elementary schools;school level distribution process to teachers in all grade levels;classroom distribution process by teachers to his/her learners;utilization of received LMs and SLRs by the learner as assisted by parent/guardian and subject teacher;retrieval and proper storage of printed LMs and SLRs in the classroom of teacher-adviser. <ol style="list-style-type: none">Mungkahing Gabay sa Pangagalaga at Pagsasagawang Disinfection sa mga Ginanti / Isinuring Modules (LMs at SLRs)Division Memorandum No. 173, s. 2020 Suggested Steps in Handling and Disinfection of Used/Returned Learner's Modules and Supplementary Learning Resources in Public Elementary and Secondary Schools This memorandum will serve as reminder in handling printed LMs and SLRs, and other forms to be distributed and retrieved by our teachers / learners-caretakers.Mungkahing Gabay para sa Magulang Bilang Para-Teacher <p>Dr. Quinto answered some questions regarding the delivery process of LMs and SLRs.</p>	
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<p>2. Dr. Virgilio V. Lagui – Education Program Supervisor</p> <p>1. Weekly Home Learning Plan -Child as Active Learner, Teacher as Facilitator and Parents as Partners</p> <p>He discussed the Appendix D of Memorandum DM-CL-2020-00162: Subject area teachers must collaborate to come up with a set of Weekly Home Learning Plans for one entire quarter/grading period by integrating all subjects in one learning plan.</p> <p>He also discussed the suggested technical specs and template of Weekly Home Learning Plan.</p> <p>2. Division Memorandum No. 167, s. 2020 Sample Weekly Home Learning Plan for the Implementation of the Blended Learning Delivery Modalities.</p>	
<p>3. Dr. Rainelda M. Blanco – Education Program Supervisor</p> <p>1. Updates on Printing of Modules</p> <p>2. Division Memorandum No. 161, s. 2020 Policy Guidelines on the Delivery, Distribution, Utilization, Retrieval and Storage of Printed LMs and SLRs in Public Elementary and Secondary Schools of DepEd SDO Bulacan</p> <p>An short open forum to clarify some things regarding the activities on the first week of classes like mental health and psychosocial intervention and psychosocial first aid took place after the discussion of Dr. Blanco.</p>	
<p>4. Dr. Nicolas T. Capulong, CESO V – Regional Director and OIC-SDS</p> <p>He delivered a short message and reminders regarding the preparations for the Opening of School Year 2020-2021.</p>	



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<p>5. Presentation of a simulation video on Carlos F. Gonzales High School's delivery and retrieval of modules</p>	
<p>6. Ms. Alice A. Almazar – Administrative Officer V (Budget Officer) Updates on Budget Downloaded Funds from the Central Office and Regional Office</p>	
<p>7. Mr. Marcos M. Dela Cruz – Chief Education Program Supervisor (SGOD) SGOD Concerns Youth Formation Division 1. Division Letter No. 089, s. 2020 Virtual Federation Election SSG President – September 24, 2020 SPG President – Postponed 2. He reminded the school heads to encourage the schools' SPG, SSG and YES-O officers to implement and participate in BAHAY ANI activities. 3. Submission of SPG/SSG Activity Completion Reports on : http://deped.in/SGPACR School Facilities 1. Requests for Demolition of School Building 2. BEFF Repair Batch 1 Status: NOA already issued to contractors SMME 1. Submission of SMME for the Quarter</p>	



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<p>HRD</p> <ol style="list-style-type: none">1. Moratorium on the Conduct of Division-Based Webinars2. Regional Memorandum No. 287, s. 2020 Kumustahan of EPSes/PDSes Ms. Editha Caparas – RO Coach Via Google Meet on September 24, 2020 <p>Other concerns</p> <ol style="list-style-type: none">1. Regional Memorandum No. 271, s. 2020 Regional Task Force for the Opening of School Year 2020-20212. School-Based Feeding Program (SBFP) Updates School-Based Feeding Program with Milk Component There will be an orientation on the conduct of SBFP and Milk Feeding on the second week of October 2020. There are 26,746 beneficiaries in the Division of Bulacan NGOs and LGUs that want to conduct SBFP among schools must implement the menu prescribed by the Department of Education.3. OPCRF of School Heads By District (Elementary Level) By EDDIS (Secondary Level) There must be an initial of one of the validators affixed under the name of the rater and final grade of the rater. The HRD will post a google form to gather reports on OPCRF rating. A virtual retirement tribute for Mr. Marcos Dalea Cruz took place after his discussion.	
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8. Mr. Bryam Amiel F. De Jesus – Senior Education Program Specialist

1. Handa, Kamil sa DepEd Region III News Edition
September 30, 2020 at 10:00 AM
Via DepEd Regional Office III Facebook Page
2. School Year 2020-2021 Virtual Kick-Off Program and Media Conference
October 2, 2020 at 9:00 AM
Via DepEd Regional Office III Facebook Page
3. School Opening Day National Program
October 5, 2020 at 7:00 AM
Via DepEd Philippines Facebook Page
4. School Year 2020-2021 School Opening Special Coverage with five updates from all SDOs
October 5, 2020
Via DepEd Regional Office III Facebook Page
5. 2020 National Teachers' Day / World Teachers' Day Celebration
Digital files of the streamer designs can be downloaded from www.deped.gov.ph/others or thru <https://bit.ly/depedntr2020materials>
6. Contest Guidelines on Teachers Got Talent
7. Division Memorandum No. 170, s. 2020
Omnibus Designation Order for District Information Officers of SDO Bulacan
8. Online Submission of Brigada Eskwela Monthly Report
Deadline of submission is on September 25, 2020
9. Division Task Force for the Opening of School Year 2020-2021
10. Regional Advisory No. 93, s. 2020
Cokongwei Brothers Foundation and Smart Parenting #HeroTeacherCampaign



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<p>11. Green Arts and Colgate-Palmolive Plastic Waste Collection Project Meetings via Conference Room and Zoom: September 28, 2020 in Pullian September 30, 2020 in Baliwag October 1, 2020 in San Idefonso October 2, 2020 in Plaridel</p> <p>12. Provincial initiative regarding the partnership of the Provincial Government of Bulacan with Gracia Care Educational TV</p>	
<p>9. Mr. Eduardo Macarasiq – Education Program Specialist</p> <ol style="list-style-type: none">1. He discussed the upcoming donation of 15 Globe Broadband Wi-Fi modems in the Division of Bulacan. Deadline of submission of requests: September 25, 20202. He acknowledge all the participants in the shooting of the News Update that will be held on September 30, 2020.3. He reminded the school heads to submit additional queries regarding the preparations for the opening of classes.	
<p>10. Ms. Maribel Perez – Senior Education Program Specialist Research Agenda Updates</p>	
<p>11. Mr. Pedro G. Lacap – Project Development Officer II Updates on Psychological First Aid and Mental Aid and Psychosocial Support</p>	
<p>12. Dr. Carlo Angelo P. Castillo – Medical Officer IV School and Office Health Protocols, Submission of Medical Certificate/Lab, and COVID Reporting and Updates</p>	



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13. Mr. Paulo Eduardo C. Cruz Jr. - Planning Officer III 1. DepEd Order No. 3, s. 2018 Basic Education Enrollment Policy 2. School Governance and Operations Division - Division Planning Unit September 23, 2020	
14. Ms. Maria M. Salcedo, CPA - Accountant III Updates on Financial Matters	
15. Ms. Victoria O. Madrigal - Administrative Officer IV (HRMO) Updates on Personnel Action	
16. Mr. Richard C. Biglere - Division IT Officer Updates on ICT Services Capacity Building for Teachers on the Use of Technology Intocast System and Smart Wifi Reimagined	
17. Ms. Raquel I. Climaco - Administrative Officer IV (Supply Officer) Updates on Property Supply Management	
18. Open Forum	

Having no more matters to be discussed, the meeting was adjourned at 2:00 PM.

Nothing Follows

Prepared by:

ENGELBERT S. DELACRUZ
Project Development Officer I

Reviewed by:

DR. CECILIA S. CUSTODIO
Education Program Supervisor