



Republic of the Philippines
Department of Education
REGION X – NORTHERN MINDANAO
SCHOOLS DIVISION OF OZAMIZ CITY

July 24, 2025

DIVISIONAL MEMORANDUM

No. 249, s. 2025

13th DIVISION MANAGEMENT COMMITTEE (MANCOM) MEETING

To: Assistant Schools Division Superintendent
Chief Education Supervisors (SGOD and CID)
Public Elementary and Secondary School Heads/Department Heads
Concerned Personnel
This Division

1. This Office shall conduct the 13th Division Management Committee (ManCom) Meeting on July 28, 2025, with District 3 serving as host district. The final venue shall be announced through the official Division Management Committee (DManCom) Group Chat for proper guidance and coordination.
2. The participants to this meeting are all the members of the Management Committee (ManCom) Family, namely: Schools Division Superintendent, Assistant Schools Division Superintendent, Division Chiefs, Education Program Supervisors, Public Schools District Supervisors, Dentist II, Engineer III, Planning Officer III, Senior Education Program Specialists, Education Program Specialists, Project Development Officers, Librarian II, Attorney III, Accountant III, Administrative Officer V (Admin. Services and Budget), Administrative Officer IV (Cash, Records, Personnel and Supply), Information Technology Officer, Elementary and Secondary School Heads, Assistant Principal and Department Heads, (see attached Enclosure A for the list of participants).
3. Expenses relative to the conduct of the activity shall be charged against School MOOE, subject to the usual accounting and auditing rules and regulations.
4. Previously approved Vacation Leave of Absence of target participants is deemed recalled due to the above-mentioned activity.
5. Enclosed are the indicative program of activities and list of participants for guidance and reference.



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REGION X – NORTHERN MINDANAO
SCHOOLS DIVISION OF OZAMIZ CITY

6. All participants to this meeting shall adhere to this Office's Implementation of Equal Opportunity Policy (EOP) regardless of age gender, sexual orientation, gender identity, ethnicity, civil status, disability, religion, political affiliation, among others.
7. This Office directs the immediate dissemination of this Memorandum.

NIMFA R. LAGO, PhD, CESO VI
Assistant Schools Division Superintendent
OIC, Office of the Schools Division Superintendent

Pp:  **DOROTHY JOY B. YTING**
Administrative Officer V- Administrative Services @
OIC, Office of the Schools Division Superintendent

Encl.: As Stated
To be indicated in the Perpetual Index
under the following subjects:

MANAGEMENT

COMMITTEE

MEETING

MGD/DM 13th Division Management Committee (MANCOM) Conference
___/July 24, 2025



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DEPARTMENT OF EDUCATION
Region X, Northern Mindanao
Division of Ozamiz City

List of Participants

Title of Activity:		13th MANAGEMENT COMMITTEE MEETING FOR CY 2025		
Venue:		TBA		
Date:		July 28, 2025 (Monday), 8:00 a.m. - 5:00 p.m.		
No.	Name	Sex	Position	Division / Station
A. OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT				
1	NIMFA R. LAGO, PhD	F	Schools Division Superintendent	OSDS, Division of Ozamiz City
2	DIONESIO L. LIWAGON, JR., CESE	M	Assistant Schools Division Superintendent	OSDS, Division of Ozamiz City
3	ATTY. JESELLE ANN R. VEGA, CPA	F	Attorney III	OSDS, Division of Ozamiz City
4	MARICEL D. AVILA, CPA	F	Accountant III	OSDS, Division of Ozamiz City
5	IVY J. CABUAL	F	Administrative Officer V - Budget	OSDS, Division of Ozamiz City
6	DOROTHY JOY B. YTING	F	Administrative Officer V - Admin. Services	OSDS, Division of Ozamiz City
7	REGIE R. CATEDRAL	M	Information Technology Officer I	OSDS, Division of Ozamiz City
8	ARLENE L. TIROL	F	Administrative Officer IV - Cash	OSDS, Division of Ozamiz City
9	ADDA LIZA . SAQUIN	F	Administrative Officer IV - Personnel	OSDS, Division of Ozamiz City
10	VICTORIO C. MARIGOMEN, JR.	M	Administrative Officer IV - Supply	OSDS, Division of Ozamiz City
11	APRIL JOY G. BOLANIO	F	Administrative Officer IV - Records	OSDS, Division of Ozamiz City
12	IVY C. BENDIOLA	F	Administrative Assistant III	OSDS, Division of Ozamiz City
13	JEFFERSON Y. BOLOS	M	Job Order (Support Staff)	OSDS, Division of Ozamiz City
14	ALJUN T. OCHAGABIA	M	Job Order (Support Staff)	OSDS, Division of Ozamiz City
B. SCHOOL GOVERNANCE AND OPERATIONS DIVISION				
15	IMELDA D. PONGASE	M	Chief Education Supervisor, SGOD	SGOD, Division of Ozamiz City
16	DR. KHARY T. ASPACIO	F	Medical Officer III	SGOD, Division of Ozamiz City
17	ERIC PAUL M. CATULONG	M	Engineer III	SGOD, Division of Ozamiz City
18	ORVIN JOEL T. GAYOSO	M	Technical Assistant III	SGOD, Division of Ozamiz City
19	ELL JUNE S. ABUCAY, CESE	M	Planning Officer III	SGOD, Division of Ozamiz City
20	ANTHONY P. MAROLLANO	M	Senior Education Program Specialist - SMME	SGOD, Division of Ozamiz City
21	ARLENE C. VIA	F	Senior Education Program Specialist - SM&N	SGOD, Division of Ozamiz City
22	MARY JOY G. DOROMAL	F	Senior Education Program Specialist - HRD	SGOD, Division of Ozamiz City
23	ERNESTO C. ANTEOLA, JR.	M	Dentist II	SGOD, Division of Ozamiz City
24	CESAR A. BAGALOYOS	M	Dentist II	SGOD, Division of Ozamiz City
25	JEANELEI L. CAROLINO	F	Education Program Specialist II - HRD	SGOD, Division of Ozamiz City
26	SAMIE B. ASO	M	Education Program Specialist II - SMME	SGOD, Division of Ozamiz City
27	RHONA M. AGUSTIN	F	Project Development Officer II - DRRM	SGOD, Division of Ozamiz City
28	SHENEFE P. LOMOCTOS	F	Project Development Officer I - YFD	SGOD, Division of Ozamiz City
C. CURRICULUM IMPLEMENTATION DIVISION				
29	MAY P. EDULLANTES	F	OIC-Chief Education Supervisor, CID	CID, Division of Ozamiz City
30	IAN FRANCIS E. VELOSO	M	Public Schools District Supervisor - District 1	CID, Division of Ozamiz City
31	MILAGROS Z. MENDOZA	F	Public Schools District Supervisor - District 2	CID, Division of Ozamiz City
32	JASMINE I. GAOGAO	F	Public Schools District Supervisor - District 3	CID, Division of Ozamiz City

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Date:		July 28, 2025 (Monday), 8:00 a.m. - 5:00 p.m.		
No.	Name	Sex	Position	Division / Station
C. CURRICULUM IMPLEMENTATION DIVISION				
33	SELINA O. MACAS	F	Public Schools District Supervisor - District 4	CID, Division of Ozamiz City
34	ANELYN G. ENGRACIA	F	Public Schools District Supervisor - District 5	CID, Division of Ozamiz City
35	MENERVA D. BAROLA	F	Public Schools District Supervisor - District 6	CID, Division of Ozamiz City
36	LORENA P. RIVERA	F	Public Schools District Supervisor - District 7	CID, Division of Ozamiz City
37	BEMAFE N. AGAPAY	F	OIC-Public Schools District Supervisor - District 8	CID, Division of Ozamiz City
38	GIEZEL C. GONGB	F	Public Schools District Supervisor - District 9	CID, Division of Ozamiz City
39	ROSALYN M. LATO	F	Public Schools District Supervisor - District 10	CID, Division of Ozamiz City
40	ROSE MARY R. ABAPO	F	Education Program Supervisor	CID, Division of Ozamiz City
41	FEDERICO B. ARANIEGO, JR.	M	Education Program Supervisor	CID, Division of Ozamiz City
42	JED MAE F. CORONEL	F	Education Program Supervisor	CID, Division of Ozamiz City
43	ANGELITA M. MARIBOJOC	F	Education Program Supervisor	CID, Division of Ozamiz City
44	JOHNNEL A. GUANGCO	M	Education Program Supervisor	CID, Division of Ozamiz City
45	EULALIO S. RUPINTA	M	Education Program Supervisor	CID, Division of Ozamiz City
46	LUISANDER C. LUY	M	Education Program Supervisor	CID, Division of Ozamiz City
47	ROWELL C. VILLARUBIA	M	Education Program Supervisor	CID, Division of Ozamiz City
48	MARY JANE L. LOMOCOSO	F	Education Program Specialist II	CID, Division of Ozamiz City
49	ROSELYN A. FACIOL	F	Education Program Specialist II	CID, Division of Ozamiz City
50	MARY ANN GRACE J. MANILI	F	Librarian II	CID, Division of Ozamiz City
51	DESI G. ANINAO	M	Project Development Officer II	CID, Division of Ozamiz City
52	GLADYS L. BAYBADO	F	Administrative Aide VI (Support Staff)	CID, Division of Ozamiz City
D. SCHOOL HEADS				
DISTRICT 1				
53	CLARINDA FE L. SIMBLANTE	F	Principal II	Andrea D. Costonera Elementary School
54	MELANIE G. LAGUS	F	Principal II	Felipe Carreon Central School
55	BUENASIR J. ABAPO	M	Principal II	Sancho V. Capa Integrated School
56	LILIBETH Y. ABAMONGA	F	Principal III	Ozamiz City National High School
DISTRICT 2				
57	EUGENIO C. BUCOG	M	Principal II	Ozamiz City Central School
DISTRICT 3				
58	JOVY O. BONITA	F	Principal II	Baybay Central School
59	MARITES B. BARRIENTOS	F	Principal II	Catadman Elementary School
60	CHERYL V. DUMA-OG	F	Principal I	Sta. Cruz Elementary School
61				Misamis Annex Integrated School

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No.	Name	Sex	Position	Division / Station
D. SCHOOL HEADS				
DISTRICT 4				
62	EFREN A. OLIVEROS	M	Principal I	Bacolod Elementary School
63	MELANIE T. PAREDES	F	Principal I	Doña Consuelo Elementary School
64	JUJIE A. BUENBRAZO	M	Principal I	Gango Elementary School
65	JUVES C. COLARTE	F	Principal I	Maningcol Central School
66	RAMIL G. CABURAL	M	Principal II	San Antonio Elementary School
67	JEAN B. ALINDO	F	Principal I	Ozamiz City School of Arts and Trades
68	ESTELITA C. SAQUIN	F	Head Teacher V	San Antonio National High School
DISTRICT 5				
69	PRIMENCITA G. BAGUIO	F	Principal I	Embargo Elementary School
70	LLOYD RALPH R. CESNORIO	M	Head Teacher I	Gotocan Elementary School
71	CATHERINE C. ORACION	F	Principal I	Labo Central School
72	EMELITO C. VIERNES	M	Head Teacher III	Mintalar Elementary School
73	MIRALUNA M. GAABUCAYAN	F	Principal I	Domingo A. Barloa Integrated School
74	JANE A. CREDO	F	Head Teacher III	Sangay Integrated School
75	EDILBERTO B. PONGASE, JR.	M	Principal II	Labo National High School
DISTRICT 6				
76	JUPEY Q. RUPINTA	M	Head Teacher III	Antero D. Hinagdanan Elementary School
77	ADONIS D. GARNADA	M	Head Teacher III	Dalapang Elementary School
78	LEO C. ACEBEDO	M	Head Teacher III	Hilarion J. Ramiro, Jr. Elementary School
79	MARJORIE A. SAGARIO	F	Principal III	Maximino S. Laurete, Sr. Central School
80	LADY SHAMMAH E. BELLO	F	Head Teacher III	Roman E. Mabanag, Sr. Elementary School
81	LYDIA G. SALVADOR	F	Principal I	Faustino C. Decena Integrated School
82	RANDY P. HUBAHIB	M	Head Teacher I	Jose Lim Ho National High School
DISTRICT 7				
83	MARY JANE A. PONDAR	F	Principal I	Antero U. Roa Central School
84	LOU E. PEÑARANDA	F	OIC-School Head / MT II	Capucan C Elementary School
85	CHERRELYN M. OCANG	F	OIC-School Head / T III	Pershing Tan Queto Sr. Elementary School
86	MARLON A. GORDOVE	M	Principal I	Tipan Elementary School
87	POLEY M. TAYONG	M	Head Teacher I	Capucan Integrated School
88	GEM P. ACAPULCO	M	Head Teacher II	Guingona Integrated School
89	ALIE A. BONGCAWIL	F	Assistant School Principal II	Montol National High School
DISTRICT 8				
90	MELCHIE A. PADERANGA	F	Head Teacher II	Gala Elementary School
91	GENALINE A. LOPEZ	F	TIC-Teacher III	Guimad Elementary School
92	SESAME C. RUBIO	M	Principal I	Juan A. Acapulco Elementary School
93	AMMIE A. OGAO-OGAO	F	Principal I	Cogon Integrated School
94	ROLITO M. SIALANA	M	Principal I	Marcelino C. Regis Integrated School
95	DARLENE SHEILA J. PESCADOR	F	Head Teacher III	Gala National High School

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No.	Name	Sex	Position	Division / Station
D. SCHOOL HEADS				
DISTRICT 9				
96	JOCELYN G. RUSIANA	F	Head Teacher III	Balintawak Elementary School
97	JOSELITO D. CASEROS	M	Principal I	Bongbong Elementary School
98	JEFFREY B. ARES	M	Head Teacher III	Pulot Elementary School
99	LALAIN Y. PONCE	F	Principal I	Cruz Lanzado Saligan Integrated School
100	MAIDA S. GARNADA	F	Principal I	Dimaluna Integrated School
101	MARIE CLAIRE B. FUENTES	F	Principal I	Malaubang Integrated School
102	JUNRIEL B. SINARILLOS	M	Principal I	Pulot National High School
DISTRICT 10				
103	LIDA L. BACO	F	Principal I	Diego Tuastomban Elementary School
104	HENRY Q. ABARCO	M	Principal I	Gregorio A. Saquin Elementary School
105	JOSEPH M. AMISOLA	M	Principal I	Labinay Elementary School
106	ANGEL GRACE E. BANDIALA	F	Principal I	Narciso B. Ledesma Central School
107	JOREND P. SOLITARIO	F	Principal I	Jacinto Nemeño Integrated School
108	LUUVICO B. BARRIENTOS	M	Principal II	Sinusa Integrated School
109	THELMA A. MORENO	F	Principal II	Labinay National High School
110	ESTER F. VIERNES	F	Principal I	Tabid National High School

E. ASSISTANT PRINCIPAL / DEPARTMENT HEADS AND HT'S ASSISTING THE SCHOOL HEADS				
DISTRICT 1				
111	ROSE SHEILA A. ROQUE	F	Assistant School Principal II	Ozamiz City National High School
112	ARLYN U. GRANADA	F	Head Teacher V	Ozamiz City National High School
113	GELYN P. BENIGA	F	Head Teacher III	Ozamiz City National High School
114	RODELIA P. BALCITA	F	Head Teacher III	Ozamiz City National High School
115	REBECCA T. CAGANG	F	Head Teacher III	Ozamiz City National High School
116	GUALBERTO G. PAMINTA	M	Head Teacher III	Ozamiz City National High School
117	LOREILANE T. MAROLLANO	F	Head Teacher I	Ozamiz City National High School
118	LORENA L. SAQUIN	F	Head Teacher III	Felipe Carreon Central School
119	RICENDER G. GONZALES	F	Head Teacher I	Sancho B. Capa Integrated School
DISTRICT 2				
120	MARESTELLE M. OLANDRE	F	Principal I	Ozamiz City Central School
DISTRICT 3				
121	DAVE D. MANILI	M	Head Teacher II	Misamis Annex Integrated School
DISTRICT 4				
122	JULITA H. BITAY	F	Head Teacher V	Ozamiz City School of Arts and Trades
123	MARIFE P. MAGPULONG	F	Head Teacher V	Ozamiz City School of Arts and Trades
124	CANDELARIA P. MAGHANOY	F	Head Teacher I	Ozamiz City School of Arts and Trades
125	CINDY C. HUBAHIB	F	Head Teacher I	Ozamiz City School of Arts and Trades
126	JOHNALINE D. PINES	F	Head Teacher I	San Antonio National High School
DISTRICT 5				
127	DIONESIA T. ALFECH	F	Assistant School Principal II	Labo National High School
128	ROWELL T. DAGUMAN	M	Head Teacher I	Labo National High School
DISTRICT 7				
129	BELEND A. CALINGA	F	Head Teacher I	Montol National High School

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No.	Name	Sex	Position	Division / Station
E. ASSISTANT PRINCIPAL / DEPARTMENT HEADS AND HT'S ASSISTING THE SCHOOL HEADS				
DISTRICT 8				
130	CHERYL E. LEDESMA	F	Head Teacher III	Cogon Integrated School
131	KAREN MAE B. BONDAUG	F	Head Teacher I	Cogon Integrated School
132	MARVIN S. TUSOY	M	Head Teacher I	Marcelino C. Regis Integrated School
DISTRICT 9				
133	JASON L. PAPA	M	Head Teacher I	Cruz Lanzado Saligan Integrated School
134	MAYBELLE B. VILLAGONZALO	F	Head Teacher I	Malaubang Integrated School
135	HELDALYN P. CLEMEÑA	F	Head Teacher I	Pulot National High School
DISTRICT 10				
136	JEANALYN A. CARREON	F	Head Teacher III	Narciso B. Ledesma Central School
137	CHRISTIAN VIC A. MAESTRADO	M	Head Teacher I	Sinusa Integrated School
138	EMMA A. ACAL	F	Head Teacher I	Labinay National High School
139	RHEA KRISTINE J. GULDVOG	F	Head Teacher I	Tabid National High School
140	ZIETA A. TEMPLANZA	F	Head Teacher I	Tabid National High School



Republic of the Philippines
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**13th DIVISION MANAGEMENT COMMITTEE (MANCOM) MEETING
 FOR CALENDAR YEAR 2025**
 TBA

July 28, 2025
 8:00 a.m. -5:00 p.m.

Indicative Program of Activities

Time	Activity	In-charge
8:00– 8:30 a.m. (30 minutes)	PRELIMINARIES	Federico B. Araniego, Jr. EPS-English Program Host
8:30 – 9:30 a.m. (60 minutes)	Opening Program <ul style="list-style-type: none"> Prayer National Anthem Roll Call/Acknowledgement of Participants Declaration of Quorum Call to Order Reading and Approval of the Previous Minutes (12th Division Management Committee (MANCOM) Conference for the CY 2025) Acceptance of the minutes of previous meeting as read for discussion 	AVP c/o Regie A. Catedral ITO-I Dorothy Joy B. Yting Administrative Officer V- Admin. Services Nimfa R. Lago, PhD, CESO VI Asst. Schools Division Superintendent OIC, Office of the Schools Division Superintendent Anthony P. Marollano SGOD Secretariat Nimfa R. Lago, PhD, CESO VI ASDS, OIC-SDS



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	<ul style="list-style-type: none"> • Business Arising from the Previous Minutes of the Meeting • Approval of the minutes of the previous meeting • Presentation of the Agenda for the 13th Division Management Committee (MANCOM) Conference for the CY 2025 • Approval of the Agenda for the 13th Division Management Committee (MANCOM) Conference for the CY 2025 • MANCOM Meeting Proper 	Nimfa R. Lago, PhD, CESO VI <i>Asst. Schools Division Superintendent</i> OIC-SDS
9:30 – 10:00 p.m. (30 minutes)	Fund Utilization Updates	Maricel D. Avila, CPA <i>Accountant III</i> Ivy J. Cabual <i>Administrative Officer V, Budget</i>
10:00 – 10:30 a.m. (30 minutes)	Legal Matters	Atty. Jeselle Ann R. Vega, CPA <i>Attorney III</i>
10:30 – 11:00 a.m. (30 minutes)	Administrative Matters	Dorothy Joy B. Yting <i>Administrative Officer V, Admin. Services</i> Adda Liza J. Saquin <i>Administrative Officer IV, Personnel</i>
11:00 -12:00 noon (60 minutes)	Curriculum Implementation Division (CID)	May P. Edullantes <i>OIC, Chief ES, CID</i>
12:00 -1:00 pm	LUNCH BREAK	



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1:00 – 1:45 p.m. (45 minutes)	School Governance and Operations Division (SGOD)	Imelda D. Pongase <i>Chief ES, SGOD</i>
1:45 – 2:45 p.m. (60 minutes)	Asst. Schools Division Superintendent's Time	Dionesio L. Liwagon, Jr., CESE <i>Assistant Schools Division Superintendent</i>
2:45– 3:45 p.m. (60 minutes)	Schools Division Superintendent's Time	Nimfa R. Lago, PhD, CESO VI <i>Asst. Schools Division Superintendent OIC, Office of the Schools Division Superintendent</i>
3:45 p.m. – 5:00 p.m. (75 minutes)	<p style="text-align: center;"> OPEN FORUM WRAP-UP TRIBUTE CLOSING PRAYER PILIPINAS KONG MAHAL </p> <p style="text-align: center;"> Program Master: Federico B. Araniego, Jr. EPS (English) </p>	



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