

1 **MINUTES OF THE REGIONAL EXECUTIVE CONFERENCE**

2 DepEd-Ecotech Center

3 December 28, 2011

4  
5 **Attendance:**

**Time of  
Arrival**

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8	1) Dir. Recaredo G. Borgonia – Director IV	
9	2) Dr. Carmelita T. Dulangon – Director III	
10	3) Mr. Mario C. Andong – SDS, Bais City	11:50 a.m.
11	4) Mrs. Leilani T. Cabrera – OIC-ASDS, Bais City	11:50 a.m.
12	5) Mrs. Ofelia R. Hermosa – OIC-SDS, Bayawan City	1:50 p.m.
13	6) Mr. Bernardo D. Ysulan – OIC-SDS, Bogo City	12:10 pm.
14	7) Dr. Lorna E. Rances – SDS, Bohol	12:10 pm.
15	8) Mrs. Wilfreda Bongalos – OIC-ASDS, Bohol	12:10 pm.
16	9) Mr. Bianito Dagatan – OIC-ASDS, Bohol	12:10 pm.
17	10) Dr. Gregorio Cyrus R. Elejorde – OIC-SDS, Carcar City	2:15 p.m.
18	11) Dr. Arden D. Monisit – SDS, Cebu	5:22 p.m.
19	12) Mrs. Juidiana M. Corriente – ASDS, Cebu	12:30 p.m.
20	13) Dr. Leah P. Noveras – ASDS, Cebu	1:10 p.m.
21	14) Mr. Roseller N. Gelig – OIC-ASDS, Cebu	4:38 p.m.
22	15) Dr. Rhea Mar A. Angtud – SDS, Cebu City	12:30 p.m.
23	16) Mr. Salustiano T. Jimenez – ASDS, Cebu City	12:30 p.m.
24	17) Mrs. Rosalie M. Pasaol – OIC-SDS, Danao City	12:30 p.m.
25	18) Dr. Ramir B. Uytico – OIC-SDS, Dumaguete City	11:50 a.m.
26	19) Dr. Emigdio V. Omictin – OIC-ASDS, Dumaguete City	11:50 a.m.
27	20) Mrs. Eleuteria N. Baquilta – OIC-SDS, Guihulngan City	12:30 p.m.
28	21) Mrs. Luzvismina B. Bulgado – ES I, Guihulngan City	12:30 p.m.
29	22) Mr. Eduardo A. Ompad – OIC-SDS, Lapu-Lapu City	11:50 a.m.
30	23) Dr. Virginia C. Zapanta – SDS, Mandaue City	4:12 p.m.
31	24) Dr. Nimfa D. Bongo – ASDS, Mandaue City	12:40 p.m.
32	25) Dr. Caridad C. Labe – SDS, Naga City	3:00 p.m.
33	26) Dr. Marilyn S. Andales – OIC-SDS, Negros Oriental	1:10 p.m.
34	27) Mr. Dexter Aguilar – OIC-ASDS, Negros Oriental	2:45 p.m.
35	28) Dr. Joseph Irwin A. Lagura – SDS, Siquijor	12:10 p.m.
36	29) Dr. Norma S. Varquez – SDS, Tagbilaran City	12:10 p.m.
37	30) Mr. Woodrow M. Denuyo – SDS, Talisay City	12:50 p.m.
38	31) Dr. Evangel M. Luminarias – OIC-SDS, Tanjay City	Absent
39	32) Dr. Rebecca T. Porpio – OIC-ASDS, Tanjay City	12:35 p.m.
40	33) Dr. Ronald G. Gutay – OIC-SDS, Toledo City	Absent
41	34) Mr. Senen P. Paulin – OIC-ASDS, Toledo City	1:00 p.m.
42	35) Mr. Aniano T. Bautista, Jr. – OIC, BFD	12:40 p.m.
43	36) Ms. Ida F. Cabantan – OIC, Administrative Division	12:45 p.m.
44	37) Dr. Marcial P. Degamo – Chief, QAAD	12:30 p.m.
45	38) Dr. Carmencita C. Denampo – Chief, CLMD	1:00 p.m.
46	39) Dr. Vivian G. Ginete – Chief, RMMSPPD	12:20 p.m.
47	40) Dr. Flordeliza C. Sambrano – Chief, TAD	1:00 p.m.
48	41) Dr. Emiliano B. Elnar, Jr. – Chief, T&DD	12:30 p.m.
49	42) Dr. Milagros C. Gabia – Chief, PPRD	12:50 p.m.
50	43) Dr. Clara Rebecca D. Falconi – EPS, PPRD	12:50 p.m.
51	44) Mr. Victor V. Yntig – EPS, RMMSPPD/RPFU	12:40 p.m.
52	45) Mrs. Maurita F. Ponce – EPS, CLMD/ICT	12:50 p.m.
53	46) Mrs. Dionie S. Sanchez – Accountant III	12:40 p.m.
54	47) Dr. Berna J. Ysulan – Dentist III, RMMSPPD	12:20 p.m.

55 *Secretariat:*

- 56 1) Miss Maria Magdalena V. Dagat  
57 2) Engr. Noemi C. Guillen  
3) Mrs. Cleofe Jane M. Montenegro  
4) Mr. Brigolito L. Brigoli  
5) Miss Maria Jocelyn P. Pongar

1 **I. CALL TO ORDER:**

2  
3 The Meeting was called to order at 1:00 p.m.

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5 **II. READING AND APPROVAL OF THE MINUTES**

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7 The Minutes of the Meeting held on October 27-28, 2011 at Bohol Plaza  
8 Resort and Restaurant, Panglao Island, Dayo Hill Mayacabac, Dauis, Bohol  
9 was approved upon the motion of Dr. Rances seconded by Mr. Ysulan.

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11 **III. BUSINESS ARISING FROM THE MINUTES**

12  
13 • **On Procurement of Textbook, RM No. 811. s. 2011**

- 14 - Ms. Cabantan told the group that the Division Offices did not submit  
15 reports. Dir. Borgonia said that all textbooks and teachers' manuals  
16 procured from MOOE/SEF should be reported.

17 • **On Grievance/Cases**

- 18 - Atty. Giduquio shared the following observations in the few weeks  
19 that he was at the Legal Section:
- 20 ○ Almost every question from the work of the Personnel Selection  
21 Board and Division Investigation Committee – everything, ended  
22 up at the Regional Director's Office. He told the Schools Division  
23 Superintendents (SDSs) to do something to limit or at least reduce  
24 the number of cases that reach to the Regional Office.
  - 25 ○ Attendance of Teachers/Employees – the decision of the Principal  
26 is final (on the assumption that the Principal is honest).
  - 27 ○ It's high time that the Grievance Committee should function well.  
28 Matters like relationship can be settled in the Grievance  
29 Committee.
  - 30 ○ Recruitment/Promotion – he observed that some Divisions used  
31 the Qualification Standards (QS) which was still issued in 1979 by  
32 then Sec. Juan L. Manuel. He told the group to make some  
33 suggestions for the Department. It is high time to give more  
34 points to graduate studies.
  - 35 ✚ Dir. Borgonia said that there was another Order issued but did  
36 not change the Order of Sec. Manuel. For the meantime that  
37 there is no revised guidelines, the previous guidelines should  
38 be followed.
  - 39 ○ The recommendations of the Division Investigation Committee are  
40 generally adopted by the SDSs. None of the 10 cases he reviewed  
41 was reversed by the SDS. He told the SDSs to also make  
42 comments on the decisions/recommendations made by their  
43 respective committee.
  - 44 - Dr. Dulangon told the SDSs to take note of what Atty. Giduquio said  
45 about resolving issues at the lowest level. To avoid grievances, clients  
46 must be treated kindly. Dir. Borgonia added that it's not just showing  
47 kindness but it is doing the right thing.
- 48

49 **IV. ISSUES FROM THE DIVISIONS – None**

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1 **V. NEW BUSINESS**

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3 **BFD** – Mr. Bautista

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5 • **Downloading of MOOE for Schools**

6 - For Region VII, the allotment received was PhP346,505,043.00;  
7 downloaded- PhP242,846,964.00 or 70.08% (percentage of  
8 downloading).

9 • **Provident Fund**

10 - The Proposed Breakdown of Fund Transfers per Division Office was  
11 presented on the board. It was found out that some Divisions still  
12 have big bank balances per verification from the banks.

13 - Dr. Dulangon told the SDSs to allow the teachers who applied at the  
14 Regional Office to apply for a loan at the Division Offices.

15 - Dir. Borgonia said that those who will not release loans will not be  
16 given additional provident funds.

17 - Dr. Noveras suggested to have insurance on Provident Fund loans.  
18 Mr. Bautista replied that it is not imposed for it entails additional  
19 provision and additional burden to the borrower.

20 • **Actual Downloading of MOOE Funds to Schools Without Financial  
21 Staff**

22 - As presented, the downloading had improved but there were Division  
23 Offices which did not reach 75%.

24 - The SDSs were reminded that if the amount could not be downloaded  
25 due to unliquidated cash advances, they should obligate in the name of  
26 the School Principal.

27 - All allotments should be obligated.

28 - The last day for servicing banks would be on December 29, 2011.

29 • **COA Findings and Recommendations on the GASTPE Program**

30 - *2008 COA Report*

31 ○ Findings:

32 ✚ Absence of monitoring by DepEd Program Coordinators on its  
33 implementation

34 ○ Recommendations:

35 ✚ Regional Program Committee (RPCom) strictly enforce the  
36 implementation of the provisions of DepEd Order No. 21, s.  
37 2008, especially on the observance of the 80-20 percent  
38 prescribed slot-allocation to students coming from public and  
39 private schools.

40 ✚ DOs require schools with tuition fees which are lower than the  
41 financial subsidy to refund overpayment under the GASTPE  
42 Program.

43 - *2009 COA Report*

44 ○ Findings:

45 ✚ Failure of DepEd to conduct a program audit of ESC  
46 (Educational Service Contracting) participating schools and  
47 students resulting in the inability to verify the existence of  
48 participating schools and identity of students enrolled therein

49 ✚ Deficiencies were observed in the implementation of the  
50 GASTPE resulting in the inability to decongest the class size  
51 of public high schools. (ESC would be given to children from  
52 public schools.)

53 ○ Recommendations:

54 ✚ DOs and School Principals take active role in the  
55 dissemination of the program to widen information to students  
56 and parents

57

- 1                   ✚ DepEd and FAPE revisit the guidelines, especially on the  
2                   allocation of slots for graduates of public schools over those  
3                   from the private schools  
4                   ✚ Conduct regular review of the qualification of the grantees, as  
5                   well as observance of red and black color coded areas.  
6                   - *Audit of GASTPE (Government Assistance to Students and Teachers*  
7                   *in Private Education) by IAS (Internal Audit System) Team*  
8                   ○ Period of Audit in Region VII: April 16-May 25, 2012  
9                   ○ Audit Objectives:  
10                  ✚ Test of Systems in DepEd: Program Coordination  
11                  ✚ Test of Systems in FAPE: Records, programs, Billing  
12                  Statements, Choice of participating Private High Schools,  
13                  coordination of RPS Activities, Training, Research, etc.  
14                  ✚ Test of Systems in participating private school: Selection of  
15                  Grantees, Procedures, Billing Statements, Financial  
16                  Management, Reporting to FAPE and DepEd, etc.  
17                  ✚ Test of Records and internal procedures in the implementation  
18                  of major components  
19                  ○ Program Components to be Audited  
20                  ✚ ESC  
21                  ✚ EVS  
22                  ✚ TSS (Teacher Salary Subsidy)  
23                  ✚ Service Fees  
24                  ✚ Trainings  
25                  ✚ Research and Evaluation  
26                  ○ Private Schools to be Audited  
27                  ✚ Cebu (April 16-20, 2012)  
28                      1) EMD Carmelite – Lapu-Lapu City  
29                      2) Cordova Academy – Cebu  
30                      3) Salazar Institute of Technology – Cebu City  
31                      4) Carcar Academy – Carcar City  
32                      5) West Bay Learning Center – Toledo City  
33                  ✚ Bohol (April 23-27, 2012)  
34                      1) Sacred Heart – Loon  
35                      2) Holy Cross – Tubigon  
36                      3) Blessed Trinity – Talibon  
37                      4) Maranatha – Talibon  
38                      5) Holy Child – Pres. CPG  
39                  ✚ Siquijor (April 30-May 4, 2012)  
40                      1) Assissi High School – Siquijor  
41                      2) Quezon MHS – Siquijor  
42                      3) St. Vincent Academy – Larena  
43                      4) St. John High School – San Juan  
44                      5) St. Isidore the Farmer - Lazi  
45                  ○ Also to be Audited  
46                  ✚ RPS on April 16  
47                  ✚ Division of Bohol on Procurement of I.Ms – April 23  
48                  ✚ Division of Siquijor on BEFF – April 30  
49                  ○ Audit Team 4  
50                  Team Leader: Heide Sales  
51                  Members: Gerardo Carillo III  
52                          Grace Peralta  
53                          Irralyn Escondor  
54  
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- 1                   ○ Survey on GASTPE Implementation  
 2                   ✚ On Program Management and Coordination  
 3                   1. As a participating school in ESC/EVS, please rate using a  
 4                   5-point scale with 5 as the highest:  
 5                       ❖ The quality of DepEd's support to you  
 6                   2. Did you ever receive direct assistance from DepEd? Please  
 7                   describe each briefly.  
 8                   a. Technical Assistance  
 9                   b. Financial Assistance  
 10                  c. Other Forms of Assistance

11  
 12 **T&D – Dr. Elnar**

- 13  
 14 • **Submission of T & D Implementation Plan**  
 15 - Deadline: December 10, 2011  
 16 - Divisions which were able to submit: Tanjay City, Siquijor and Cebu  
 17 City

18  
 19 **FED – Dr. Sambrano**

- 20  
 21 • **SBM General Assembly**  
 22 - As stated in the Advisory of USEC Rivera, dated November 25, 2011,  
 23 the schedule was moved to January 18-21, 2012.  
 24 - Preparations needed for the Assembly in Bacolod City:  
 25   ○ FY 2009-2010 SBM Grants Utilization  
 26   ○ 2009-2010 Accomplishment Reports  
 27   ○ SBM Levels of Practice (SYs 2009-2010, 2010-2011 and 2011-  
 28   2012) with corresponding List of Schools and School IDs  
 29   ○ RM 773  
 30 - Will put up exhibit or success stories. Bring flyers/brochures.  
 31 - Deadline: January 6, 2012

32  
 33 **RMMSPPD – Dr. Ginete**

- 34 • **Donations for Typhoon Victims**  
 35 - The DepEd-Central Office launched a Donation Campaign for the  
 36 typhoon victims either in cash or in kind.  
 37 - Cash donations can be deposited thru: LBP Account No. 0672-1000-  
 38 20 (OSEC Trust Account). A copy of the deposit slip shall be sent to  
 39 the Cash Division of DepEd Central Office for validation purposes.  
 40 - Bohol teachers had sent their donations to the Bohol Provincial  
 41 Government. Dr. Dulangon said that for those who have not given,  
 42 donations shall be course through the DepEd.  
 43 - Guihulngan City Division will give its donation directly to Tanjay  
 44 City and Dumaguete City.  
 45 - Mayor Teves had officially received the donations from Bais City.  
 46 - Mr. Paulin had brought with him cash donations (unspecified amount)  
 47 and 4 bags for Toledo City.  
 48 - The Regional Office had P100,000 and 25 sacks of goods.  
 49 • **Sinulog 2012**  
 50 - Sinulog sa Lalawigan at sa Dakbayan Schedule: January 7-8, 2012  
 51 - Sinulog sa Lalawigan participants:  
 52   Elementary  
 53   ○ Tuyan CS, Naga City  
 54   ○ Gregorio Milan CS, Balamban, Cebu  
 55   ○ Bogo City Division  
 56  
 57



- CVIRAA
- Results by points

DIVISION	ELEMENTARY		SECONDARY		OVERALL	
	TOTAL	RANK	TOTAL	RANK	TOTAL	RANK
Bais City	21	11	0	19	21	13
Bayawan City	13.67	13	23	10	36.67	11
Bogo City	3	16	12	13	15	16
Bohol	154.5	4	127.5	5	282	4
Carcar City	0	19	8	16	8	19
Cebu City	365.67	1	470.5	1	836.17	1
Cebu	262.5	2	245.25	2	507.75	2
Danao City	47	7	8.25	15	55.25	10
Dumaguete City	66	5	133.5	4	199.5	5
Guihulngan City	14	12	8.5	14	22.5	12
Lapu-Lapu City	33.17	9	101	6	134.17	6
Mandaue City	170.5	3	151	3	321.5	3
Naga City	10	14	1.25	18	11.25	18
Negros Oriental	45	8	47	8	92	8
Siquijor	10	14	2	17	12	17
Tagbilaran City	58.5	6	51.5	7	110	7
Talisay City	26.5	10	45.25	9	71.75	9
Tanjay City	3	16	17	11	20	14
Toledo City	3	16	14.5	12	17.5	15

- Breakdown of Athletes, Coaches, Chaperons and Trainers for the Training Pool CVIRAA ( Tentative Data)

Divisions	Athletes			Coaches	Chaps	Trainer	Total	Overall Total	%
	M	F	Total						
Bais City	1	1	2			1	1	3	0.53
Bayawan City	4		4	1			1	5	0.89
Bogo City	2	2	4					4	0.71
Bohol	21	9	30	5	3	4	12	42	7.54
Carcar City	1	1	2					2	0.35
Cebu City	122	72	194	38	7	7	52	246	44.16
Cebu	40	33	73	13	5	5	23	96	17.21
Danao City	1	4	5	2	1		3	8	1.43
Dgte. City	12	14	26	5	2	2	9	35	6.28
Guihulngan									
Lapu-Lapu	7	15	22	5	1		6	28	5.02
Mandaue	31	12	43	8	2	1	11	54	9.69
Naga City	1		1	1			1	2	0.35
Negros Oriental	2	5	7		1		1	8	1.43
Siquijor	1		1					1	0.17
Tagbilaran City	5	5	10	2	2		4	14	2.51
Talisay City	4	3	7	1			1	8	1.43
Tanjay City									
Toledo City	1		1					1	0.17
	<b>256</b>	<b>176</b>	<b>432</b>	<b>81</b>	<b>24</b>	<b>20</b>		<b>557</b>	<b>99.87%</b>

- 1                   ○ Dir. Borgonia said that by January, 2012, there will be a workshop  
2 focusing on teamwork, discipline, and efficiency.  
3                   ○ The T & D shall prepare session guides.  
4                   ○ Practice uniforms shall be given.  
5                   ○ As announced by Dr. Angtud, the Cebu City Government is  
6 subsidizing the training of athletes.  
7
- 8           ● **Try-Out Validation of the Developed Lesson Plan**
  - 9           ● **De-worming Report, 1<sup>st</sup> Dose**
    - 10           - Bayawan City had the most number of undernourished children.
  - 11           ● **Consolidated Nutritional Status, Secondary Level**
  - 12           ● **APIR (Aksyon Pabuto Injury Reduction)**
    - 13           - Brochure had been distributed to create awareness on the ill-effects of  
14 firecrackers
  - 15           ● **BEFF 2011**
    - 16           - Accomplishments
      - 17           ○ 7005 new classrooms out of 8,035 classrooms are already in various  
18 stages of construction.
      - 19           ○ Completed: 47.67%
      - 20           ○ The figures include both DepEd and LGU-implemented projects.
    - 21           - CY 2012 Plan for Basic Educational Facilities Funds
      - 22           ○ Distribution of Allocation by Regions/Divisions/Legislative  
23 Districts
        - 24           ✚ The fund shall be allocated per legislative districts of all  
25 divisions/regions.
        - 26           ✚ The school by school needs of the legislative districts becomes  
27 the baseline for the distribution of financial allocation.
      - 28           ○ Prioritization of Schools
        - 29           ✚ New Construction
          - 30           ❖ Schools classified under the BLACK code of the BEIS;
          - 31           ❖ Schools classified under the RED code of the BEIS;
          - 32           ❖ Schools under Multi-Grade category;
          - 33           ❖ Schools that were declared to be located in hazard prone  
34 areas and for immediate relocation;
          - 35           ❖ Replacement of school buildings razed by fire, old and  
36 dilapidated structures which have been condemned and with  
37 demolition approval by the SDS;
          - 38           ❖ Schools with incomplete/partial constructions and still fall  
39 under the RED code of the BEIS.
          - 40           ❖ Identified recipient schools shall have sufficient buildable  
41 space and must have the following documents:  
42           1) Transfer of Certificate of Title (TCT)  
43           2) Deed of Donation (preferably with approved lot plan)  
44           3) Deed of Sale in the name of DepEd/School  
45           4) Presidential Proclamation  
46           5) Usufruct Agreement  
47           6) Tax Declaration
        - 48           ✚ Repair/Rehabilitation
          - 49           ❖ Repair/rehabilitation/retrofitting of buildings with structural  
50 defects;
          - 51           ❖ Rehabilitation of school buildings damaged by typhoons,  
52 covered by mudslides and flashfloods;
          - 53           ❖ Restoration of Heritage Structure.
        - 54           ✚ Water and Sanitation Facilities
          - 55           ❖ Schools with high shortage of toilet facilities based on the  
56 EBEIS;

- 1                   ❖ Schools that need repair and rehabilitation of existing water  
2                   and sanitary facilities;  
3                   ❖ Schools without existing source of water will adopt special  
4                   design of school buildings with rainwater collector.  
5                   ✚ School Furniture Program  
6                   ❖ Schools recipient of newly constructed classrooms  
7                   regardless of funding source and on the condition that there  
8                   were no excess on the supply of school furniture;  
9                   ❖ Schools with shortage of school furniture based on the  
10                  EBEIS.  
11                  ✚ Limiting Factors for the Prioritization of Schools  
12                  ❖ No new constructions will be made for schools with Site  
13                  Ownership problems and issues;  
14                  ❖ Project Implementation to schools with safety, peace and  
15                  security and accessibility issues will be assisted by  
16                  NADESCOM;  
17                  ❖ No new constructions will be made for school sites located  
18                  or identified in hazard prone areas;  
19                  ❖ Limited Space: (identified the needs: construction or  
20                  provisions of ADMs)  
21                  ❖ Local ordinances on establishment of Infrastructures.  
22                  ○ Standard Designs and Estimates  
23                  ✚ Site adoption of plans will be made prior to procurement for  
24                  specific areas with requirements (e.g. Conduct of Soil  
25                  Investigation);  
26                  ✚ Division-based canvass of materials shall be made in order to  
27                  come up with a realistic cost to construct a complete school  
28                  building.  
29                  ✚ No partial construction shall be programmed for all targeted  
30                  schools except in areas with multi-storey construction with  
31                  limited budgetary allocation.  
32                  ✚ For every classrooms constructed a set of 45 chairs and one set  
33                  of teacher's table and chair shall be provided.  
34                  ✚ No realignment policy except for the following reasons:  
35                  ❖ Duplication of funding on the identified recipient school;  
36                  ❖ Error's committed by DepEd;  
37                  ❖ Legal impediments related to the implementation.  
38                  ○ Modalities of Implementation  
39                  ✚ By DepEd thru National Competitive Bidding using RA 9184  
40                  by the Central, Region, Divisions and Schools (with fiscal  
41                  autonomy and proven track record in terms of procurement)  
42                  ✚ By Memorandum of Agreement with LGUs on a matching  
43                  scheme;  
44                  ✚ By Memorandum of Agreement with the National Development  
45                  Support Command (NADESCOM) of the AFP  
46                  ✚ Special Agreement with ARMM  
47                  ✚ Implementation Threshold for Central, Region, Division and  
48                  School:  
49                  ❖ Central – more than P20 million worth of projects per  
50                  contract whether single or clustered  
51                  ❖ Region - more than P15 million up to P20 million worth of  
52                  projects per contract whether single or clustered  
53                  ❖ Division – up to P15 million worth of projects per contract  
54                  whether single or clustered  
55                  ❖ School (with fiscal management and existing BAC) – up to  
56                  P5 million worth of project per contract  
57

- 1
- 2 ○ Monitoring Strategy
- 3     ✚ Full implementation of the Constructors' Performance
- 4     Evaluation System (CPES);
- 5     ✚ Tapping of Civil Society Groups for monitoring of the
- 6     transparency of procurement and implementation processes.
- 7 ○ Accountability Strategy
- 8     ✚ Conduct of COA post-audit for all projects
- 9     ✚ Random conduct of internal audit by IAS for selected project
- 10     sites.
- 11 ○ Consultation and Coordination
- 12     ✚ In order to avoid duplication of projects, the SDSs shall inform
- 13     the concerned Representatives and LGUs the pre-identified
- 14     recipient schools.
- 15     ✚ After identification of proposed recipient schools, the Division
- 16     shall communicate with the concerned Representative/s for their
- 17     confirmation.
- 18     ✚ The Division shall inform the Office of the concerned
- 19     Representative/s of the schedule of procurement.
- 20     ✚ The final list shall be prepared in five (5) copies for distribution
- 21     to DepEd Central Office, Regional Office, Office of the
- 22     Representative of District, Office of the Provincial/City
- 23     Government and Division Office.
- 24 - Decision Points in Site Appraisal
- 25 ○ Site Appraisal – is the first step in project implementation. The
- 26     main purpose is to validate the feasibility of the proposed projects.
- 27     In order to do this, an ocular inspection of site is needed.
- 28 ○ Type of Site Appraisal for School Buildings
- 29     ✚ New Construction (construction of new school building)
- 30         ❖ Proposed design (single or multi-storey and number of
- 31         classrooms.
- 32         ❖ Site information
- 33             a) Proof of site ownership (TCT, Contract of Usufruct,
- 34             Deed of Donation, Deed of Sale, Tax Declaration,
- 35             Presidential Proclamation)
- 36             b) Location of school site and source of construction
- 37             materials
- 38             c) Availability, topography of the proposed building site
- 39             and soil condition
- 40             d) Flood level
- 41             e) Power and water supply
- 42         ❖ Number and condition of existing building/classroom
- 43         (dilapidated, good condition, permanent or makeshift)
- 44         ❖ School Profile (student population/enrolment, grade/year
- 45         levels, sections)
- 46         ❖ Decision points in determining additional classroom
- 47         requirement per grade/year level


Level	Ideal No. of Students/CL	Max. No. of Students/CL	Decision Point
Kindergarten	25	30	31
G1 to G3	45	50	51
G4 to Y4	45	55	56
MultiGrade	15	15	16

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- 1 ❖ Sample computation per grade/year level  
 2  
 3 Grade I = 160 students  
 4  
 5 1<sup>st</sup> section = 45 students (1 CL)  
 6 2<sup>nd</sup> section = 45 students (1 CL)  
 7 3<sup>rd</sup> section = 70 students > 51 (2 CL)  
 8 3<sup>rd</sup> & 4<sup>th</sup> section = 35 students  
 9 Required no. of CL = 4  
 10  Repair/Rehabilitation  
 11 ❖ Condition of the Building – check if the building is still  
 12 repairable or should be recommended for demolition  
 13 ❖ Cost of Repair/Rehabilitation  
 14 a) Cost to repair/rehabilitate must be reasonable  
 15 b) Cost must not exceed fifty percent of the  
 16 construction cost of a new building (except for  
 17 heritage school building)  
 18 ❖ Prioritization (safety, comfort, aesthetics)  
 19 a) Minor structural defects  
 20 b) Roofing  
 21 c) Walls/partitions, ceiling  
 22 d) Doors and windows  
 23 e) Flooring  
 24 f) Electrical works  
 25 g) Painting works  
 26 ❖ Heritage School Buildings  
 27 a) Repair must not destruct the original architectural  
 28 character of the building  
 29 b) Conservation must be considered  
 30

31 **ICT – Mrs. M. Ponce**

- 32  
 33 • **DepEd 7 Computerization Plan**  
 34 - 205 elementary schools will receive e-Classroom package.  
 35 Breakdown on the no. of schools per Division:  
 36 ○ Bais City – 1  
 37 ○ Bayawan City – 5  
 38 ○ Bohol – 5  
 39 ○ Cebu – 70 (including Interim Divisions)  
 40 ○ Cebu City – 35  
 41 ○ Danao City – 5  
 42 ○ Dumaguete City – 5  
 43 ○ Lapu-Lapu City – 20  
 44 ○ Mandaue City – 17  
 45 ○ Negros Oriental – 15  
 46 ○ Tagbilaran City – 3  
 47 ○ Toledo City – 13  
 48 ○ Tanjay City – 2  
 49 ○ Toledo City – 9  
 50 - Expected delivery: 1<sup>st</sup> quarter of 2012  
 51 - There will be an Orientation.  
 52 - DOs to prepare counterparts.  
 53

54 **CLMD – Dr. C. Denampo**

- 55 • **Multi-Grade Subsidy**  
 56 - The subsidy is intended for the following:  
 57 ○ Training of Multi-Grade Teachers

- 1                   ○ Reproduction of Multi-Grade Lesson Plans that distributed in  
2                   DVD format to the Division Multi-Grade Coordinators  
3                   ○ Deadline of the liquidation: December 10, 2011  
4                   ○ Initial Multi-Grade Consolidated Report was submitted to DepEd-  
5                   CO on November 8, 2011
- 6                   ● **Yes for Peace**  
7                   - A Regional Memorandum had been drafted and would be uploaded  
8                   soon.
- 9                   ● **LRMDS Headstart**  
10                  - The LRDMDS can now be accessed through the website:  
11                  [lrmds.deped.gov.ph](http://lrmds.deped.gov.ph)
- 12                  ● **Kindergarten Programs, Projects and Activities**  
13                  - Orientation/Training on the utilization of the 8-week summer  
14                  curriculum and the national kindergarten curriculum guide for  
15                  teachers;  
16                  - Strategic planning, advocacy with stakeholders on the organization of  
17                  kindergarten classes;  
18                  - Provision of technical assistance and actual monitoring of  
19                  kindergarten classes;  
20                  - Submission of an accurate kindergarten database system/enrolment  
21                  report in all various delivery modes in all public elementary schools,  
22                  including five (5) year old children catered to by the Local  
23                  Government Unit (LGU), day care centers, private and other church-  
24                  based classes;  
25                  - Distribution of various kindergarten instructional materials.  
26                  - The Guidelines on the Downloading of Kindergarten (Preschool)  
27                  Funds as Support to the Implementation on the Universalization of  
28                  Kindergarten Education Programs for All Children can be found in  
29                  DepEd Order No. 95, s. 2011.
- 30                  ● **Two-Day Conference of ES Is/Coordinators-in-Charge of**  
31                  **Kindergarten, School Heads and Regular Kindergarten Teachers**  
32                  **(RM 822, s. 2011)**  
33                  - Schedule: December 29-30, 2011 at the Applied Nutrition Center,  
34                  Banilad, Cebu City
- 35                  ● **Results of ASEAN Quiz (RM 821, s. 2011)**  
36                         1st Place – Mandaue City  
37                         2<sup>nd</sup> Place – Cebu  
38                         3<sup>rd</sup> Place – Cebu City
- 39                  ● **Results of Rizal Quiz (RM 813, s. 2011)**  
40                         1st Place – Mandaue City  
41                         2<sup>nd</sup> Place – Bohol  
42                         3<sup>rd</sup> Place – Cebu
- 43                  ● **Results of Oratorical Contests**  
44                         1st Place – Cebu City  
45                         2<sup>nd</sup> Place – Bohol  
46                         3<sup>rd</sup> Place – Tagbilaran City
- 47                  ● **National Awardees for Search of Most Outstanding SPED**  
48                  - Riza Garbo – West City School for Exceptional Children  
49                             Dumaguete City Division  
50                             (Hearing Impaired Category – 3<sup>rd</sup> Place)  
51                  - Apolonia Sun – West City School for Exceptional Children  
52                             Dumaguete City Division  
53                             (Visually Impaired Category – 1<sup>st</sup> Place)  
54                  - Lilibeta Duran – West City School for Exception Children  
55                             Dumaguete City Division  
56                             (Mentally-Impaired Category – 1<sup>st</sup> Place)  
57

- 1
- 2 • **RSPC Results**
  - 3 - Refer to Regional Memorandum No. 810, s. 2011
  - 4 • **Tech Voc**
  - 5 - Issuances relative to the Tech-Voc Program:
  - 6 ○ RM 816, s. 2011 entitled Urgent submission of requirements for
  - 7 the downloading of 2011 Tech-Voc Intervention Fund for the
  - 8 construction of multi-purpose laboratory workshops
  - 9 🚧 Deadline of submission of report: January 15, 2012
  - 10 ○ RM 717, s. 2012 entitled Skills Enhancement Training with
  - 11 Assessment and Assessors' Training. This is about the
  - 12 downloading of funds for the massive skills Enhancement Traiing
  - 13 with Assessment for all Tech-Voc Teachers **without National**
  - 14 **Certificate.**
  - 15 • **Status of the Nominees for the S.E.T.**
  - 16 - Not submitted:
  - 17 ○ Bohol: Mayor A. Tuazon NSF, San Pascual NAS, Clarin SF,
  - 18 Alicia Tech-Voc HS, San Isidro Tech Voc HS, Valencia Tech-Voc
  - 19 HS, Sierra Bullones Tech-Voc HS, Biking Tech-Voc HS, Talibon
  - 20 Agriculture School, Pilar Tech-Voc School, CPG Tech-Voc HS of
  - 21 Fishery and Trades, San Miguel Tech-Voc HS, Biabas Tech-Voc
  - 22 HS
  - 23 ○ Cebu: Consolacion NHS
  - 24 ○ Mandaue City: Mandaue City Comprehensive NHS
  - 25 ○ Talisay City: Cansojong NHS (submitted nominees are not TVE
  - 26 Teachers)
  - 27 ○ Toledo City: Toledo City NVS
  - 28 - Submitted:
  - 29 ○ Cebu: Bitoon NVS
  - 30 ○ Cebu City: Abellana NS
  - 31 ○ Guihulngan City: Guihulngan Agricultural HS
  - 32 ○ Lapu-Lapu City: Marigondon NHS
  - 33 ○ Mandaue City: Subangdaku Tech Voc School
  - 34 ○ Naga City: Naga NHS
  - 35 ○ Negros Oriental: La Libertad Tech-Voc School
  - 36 ○ Siquijor: Lazi National Agricultural School
- 37 **QAAD - Dr. M. Degamo**
- 38 • **Activities/Accomplishments**
  - 39 - Conducted the National Qualifying Examination for School Heads
  - 40 (NQESH) on October 30, 2011.
  - 41 - Assisted the members of the PASBE TWG in their coaching visit to
  - 42 Cebu City National Science High School.
  - 43 - Ongoing proofreading of RAT items
  - 44 - Joint Training of Trainers for QMS Installation for Regions VI, VII
  - 45 and VII QAAD Staffs on November 21-25, 2011
  - 46 • **Completion Report of Programs and Projects**
  - 47 - Done in the Regional Office. The Division Offices are encouraged to
  - 48 replicate.
  - 49 ○ Memorandum
  - 50 ○ Program/Training Design
  - 51 ○ Training Needs and Identification Analysis
  - 52 ○ Program/Training Matrix
  - 53 ○ Responsibility Guide
  - 54 ○ Pre-Evaluation Result
  - 55 ○ Post Evaluation Result
  - 56 ○ Sample Outputs
  - 57

- 1                   ○ Number of Prospective Participants
- 2                   ○ List of Actual Participants
- 3                   ○ Budgetary Requirements and Source of Funds
- 4                   ○ Finding and Recommendations
- 5           ● **PASBE**
- 6           - RO VII accreditors was in Doña Montseratt Memorial High School to
- 7           conduct on-site evaluation on December 4-10, 2011. The Region XIII
- 8           (CARAGA) accreditors will be in Cebu City National Science High
- 9           School on January 22-29, 2012.
- 10           ● **Schedule of Activities**
- 11           - Joint Pre-RMEA Planning – January 4-6, 2012
- 12           - RMEA – January 9-11, 2012
- 13           - QMS Training – Jan. 30-Feb. 3, 2012
- 14           - M & E Training – Feb. 8-10, 2012
- 15           - PASBE Evaluation of Cebu City National Science High School –
- 16           January 22-29, 2012
- 17
- 18   **PPRD – Dr. M. Gabia**
- 19   ● **Assistance Needed by the Division Planning Officers**
- 20   - Assistance from the SDSs is needed by the Division Planning Officers
- 21   by issuing orders/informing the different Programs/Project
- 22   Coordinators to submit to the Planning Unit to submit the required
- 23   report on time.
- 24   - Reports due for submission:
- 25   ○ Division Performances per Major Final Output (MFO) of the OPIF
- 26   Framework
- 27   ○ Annual Report
- 28    ✚ Performance Indicators (Actual vs. Targets)
- 29    ✚ Major Contributors to +/- Accomplishments
- 30    ✚ Interventions to Improve the (-) of Accomplishments
- 31    ✚ Major Issues and Concerns
- 32    ✚ Deadline: January 15, 2012
- 33   ○ Proposed Programs and Projects (PAPs)
- 34    ✚ Deadline: January 12, 2012
- 35   ○ Monthly Reporting of the Physical and Financial Outputs of the
- 36   CY 2012 Programs and Projects
- 37   ● **Reminders:**
- 38   - Percentage of Submission re: Master List of Learners per DepEd
- 39   Order No. 67, s. 2011
- 40   - Submission of the Official DepEd Form 1 to the Union Bank of the
- 41   Pupils' and Teachers' Work Text
- 42   ○ Did not submit: Bais City, Bayawan City and Cebu City
- 43   ○ Dr. Angtud said that she will submit the next day.
- 44

## 45 **VI. OTHER MATTERS**

- 46
- 47   ● **Distribution of the NEPP Training Kits to NEPP-Trained Elementary**
- 48   **Teachers for Classroom Utilization (RM 829, s. 2011)**
- 49
- 50   - Per DepEd Memorandum No. 171, s. 2010, the teacher-participants of
- 51   the *Five-Day Mass Training for Untrained Elementary Teachers on*
- 52   *English Language and Reading Enhancement Program held on*
- 53   *November 15-19,2010 will be provided with the NEPP Training Kit*
- 54   *containing twenty six (26) Big Books, and two (2) volumes of Bright*
- 55   *Lesson Plans/Teacher's Guides, five activity books, and six (6)*
- 56   *Reading for Meaning to be utilized during the training.*
- 57

- 1 - The Regional Supply Officer had distributed these NEPP Training Kits to  
2 all the 19 Schools Divisions which were supposed to be distributed in time  
3 for the training on November 15-19, 2010.
- 4 - These NEPP Training Kits have the same titles of the Big Books which  
5 were distributed by the Central Office NEPP Coordinator and are now  
6 utilized by the elementary teachers in all the other 16 Regions.
- 7 - As part of the DepEd's commitment to the President's goal of a unified  
8 English Training and Instruction for all teachers nationwide, the SDSs of  
9 the 19 Divisions in Region VII through their Division English Supervisors/  
10 NEPP Coordinators were requested to distribute the NEPP Training Kits  
11 (each set containing twenty six (26) Small Books or twenty eight (28) Big  
12 Books and two (2) volumes of Bright Lesson Plans/ Teacher's Guides) to all  
13 Grades I - VI NEPP- trained elementary teachers for actual classroom  
14 utilization.
- 15 - Division NEPP Coordinators were advised to submit a *Report on the*  
16 *Distribution of these/NEPP Materials*, indicating the names and signatures  
17 of all the teachers receiving these NEPP Training Kits/materials to the  
18 Regional Office, c/o Dr. Carmencita C. Denampo, Chief of the Curriculum  
19 and Learning Management Division not later than January 6, 2012.
- 20 - Distribution:  
21     o Big Books – Grades I – III  
22     o Small Books – Grades IV-VI

## 23 24 **VII. ADJOURNMENT**

25  
26 The Meeting was adjourned at 5:30 p.m.  
27

Prepared by:

CLEOFE JANE M. MONTENEGRO