



Republic of the Philippines  
**Department of Education**  
REGION XI  
**SCHOOLS DIVISION OF DAVAO DE ORO**

2025-09-10-1446  
DEPARTMENT OF EDUCATION  
DIVISION OF DAVAO DE ORO  
RECORDS SECTION  
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Office of the Schools Division  
Superintendent

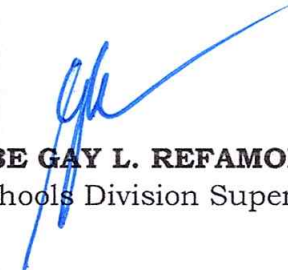
September 9, 2025

DIVISION MEMORANDUM  
CID-2025 **1251**

**Meeting on the Implementation of the Learning Management System  
(LMS)**

To: **Public School District Supervisors  
District Coordinating Principals  
School Heads/Principals  
All other Concerned**

1. Please be informed of the meeting on the Implementation of the Learning Management System (LMS) on September 11, 2025, at 8:00 a.m. at the Learning Resource Management and Development Center, Schools Division Office, Cabidanan, Nabunturan, Davao de Oro.
2. The meeting shall cover the following agenda:
  - a. Overview of the objectives, benefits, and key features of the LMS, including its functions and access procedures
  - b. Roles and responsibilities of administrators, teachers, and support staff
  - c. Guidelines on uploading, organizing, and managing learning resources
  - d. Technical support, troubleshooting, and data privacy protocols
  - e. Monitoring, reporting, and evaluation of LMS usage
  - f. Schedule of training, pilot testing, and full implementation
  - g. Open forum and concerns
3. Attached is the list of participants. Active participation is highly encouraged to ensure the smooth and effective implementation of the system.
4. Participants are required to bring their approved Authority to Travel for the reimbursement of travel expenses.
5. Travel and incidental expenses shall be charged against the Learning Resource Fund under Directly Released Fund FY 2025 Textbooks and other Instructional Materials Fund.
6. For your information and guidance.

  
**PHOEBE GAY L. REFAMONTE, CESO VI**  
Schools Division Superintendent



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**LIST OF ATTENDEES**

*Meeting on the Implementation of the Learning Management System (LMS)*

September 11, 2025 • 8:00 a.m.

Learning Resource Management and Development Center, Schools Division Office,  
Cabidanan, Nabunturan, Davao de Oro

**Division Personnel**

- |                         |                          |
|-------------------------|--------------------------|
| 1. Mary Ann R. Laguitao | - EPS-LR Manager         |
| 2. Cherry Ann E. Eling  | - PDO-II                 |
| 3. Joan A. Eturma       | -AO-II-Program Developer |
| 4. Leah L. Baruiz       | -Librarian II            |
| 5. Joel Jumalon         | - PDO II-DRR             |

**LMS Team Developer**

- |                      |                    |                   |
|----------------------|--------------------|-------------------|
| 1. Nannel R. Aranton | - Teacher II       | -Compostela NHS   |
| 2. Jonas Cabalida    | - Master Teacher I | - Nabunturan CNHS |


**LMS Management Team**

- |                           |                      |                   |
|---------------------------|----------------------|-------------------|
| 1. Michael Eric L. Dandan | - School Principal I | - Libay-Libay NHS |
| 2. Shella L. Dandan       | - Master Teacher I   | - AOSR NHS        |
| 3. Archie E. Año          | - Head Teacher III   | - Concepcion IS   |
| 4. Romeo D. Gonzaga, Jr.  | - Teacher I          | - Tambongon NHS   |
| 5. Roylou P. Fundador     | - Teacher I          | - Compostela NHS  |
| 6. Irene C. Bulan         | - Teacher II (SHS)   | - Compostela NHS  |
| 7. Froilan M. Lora        | - Teacher II         | - Compostela CES  |
| 8. Mary Joy M. Damalerio  | - Teacher III        | - Bongkilaton ES  |

Prepared by:

  
**LEAH L. BARUIZ**  
Librarian-II

Recommending Approval:

  
**ARLYN B. LIM, PHD**  
Chief, CID

Approved by:

  
**PHOEBE GAY L. REFAMONTE, CESO VI**  
Schools Division Superintendent

