

Republic of the Philippines
Province of Davao del Norte
CITY OF TAGUM

BEFORE THE 4TH CITY COUNCIL

EXCERPT FROM THE MINUTES OF THE 40TH REGULAR SESSION OF THE SANGGUNIANG PANLUNGSOD OF THE CITY OF TAGUM, PROVINCE OF DAVAO DEL NORTE HELD ON APRIL 14, 2008 AT THE SP SESSION HALL.

PRESENT:

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| Hon. ALLAN L. RELLON, MPA | City Vice Mayor (Presiding Officer) |
| Hon. MARIA LINA F. BAURA | Member |
| Hon. ROBERT L. SO, | Member |
| Hon. DE CARLO L. UY, | Member |
| Hon. RAYMOND JOEY D. MILLAN, | Member |
| Hon. VICENTE C. ELIOT, SR., | Member |
| Hon. JOEDEL T. CAASI, | Member |
| Hon. ALAN D. ZULUETA, | Member |
| Hon. NICANDRO T. SUAYBAGUIO, JR., | Member |
| Hon. REYNALDO T. SALVE, | Member |
| Hon. FRANCISCO C. REMITAR, | Member |
| Hon. CYRIL LEONARD L. MURING, | Member (SKF Representative) |
| Hon. ALFREDO R. PAGDILAO, | Member (ABC Representative) |

CITY ORDINANCE NO. 287, s-2008

AN ORDINANCE ESTABLISHING A TECHNICAL VOCATIONAL INSTITUTE IN THE CITY OF TAGUM, PROVINCE OF DAVAO DEL NORTE TO BE KNOWN AS TAGUM CITY TRADE SCHOOL.

BE IT ORDAINED by the 4th City Council of Tagum in session assembled, that:

SECTION 1 – Title of this Ordinance: “An Ordinance Establishing a Technical Vocational Institute in the City of Tagum, Province of Davao del Norte to be known as Tagum City Trade School”.

SECTION 2 – The Governing Board – The governing body of Tagum City Trade School is hereby vested in the Board of Trustees which shall be composed of the following:

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| Chairman - | City Mayor |
| Members: | |
| | 1. Tagum National Trade School |
| | 2. Chairman on Committee on Education of the Sangguniang Panlungsod |
| | 3. City Budget Officer |
| | 4. City Treasurer |
| | 5. City Legal Officer |

SECTION 3 – Term of Office – The term of office of the Chairman and Members of the Board shall be co-terminus with the term of the City Mayor.

SECTION 4 – Meeting; Quorum – The Board of Trustees shall regularly convene at least once every two (2) months. The Chairman of the Board of Trustees may call a special meeting whenever necessary. Provided , the members are notified in writing at least five (5) days prior to the said meeting.

A majority of all members holding office shall constitute a quorum for board meetings. Provided the Chairman of the Board is among those present in the meeting. In the absence of the Chairman of the Board, any member designated by him shall represent in the meeting and shall act as the presiding officer

The member shall serve without regular compensation except when the Board concern may authorize for such reasonable honorarium thru the passage of a resolution. They may also be reimbursed for necessary expenses incurred in the attendance of meetings of the Board or in connection with their official business.

SECTION 5 – Powers and Duties of Governing Board – The governing board shall have the following specific powers and duties in addition to its general powers of administration and in the exercise of all powers granted to the Board of Trustees.

- a.) To enact rules and regulations not contrary to law as may be necessary to carry out the purpose and functions of the technical – vocational institute.
- b.) To receive and appropriate all sums as may be provided, for the support of the institution in the manner it may determine, in the discretion, to carry out the purpose and functions of the school.
- c.) To receive in trust, legacies, gifts and donations of real and personal properties of all kinds, to administer and dispose the same when necessary for the benefit of the institution, subject to limitations directions and instructions of the donors, if any;
- d.) To fix tuition fees and other necessary school charges, such as but not limited to matriculation fees, graduation fees and laboratory fees, the board may deem proper to impose after due consultations with the involved sectors.
 - d1.) Such fees and charge, including government subsidies and other income generated by the institution, shall constitute special trust funds and shall be deposited in any authorized government depository bank, and all interest that shall accrue therefrom shall form part of the same fund for the use of the institution.
 - d2.) Any income generated by the school from the tuition fees as well as from the operation of auxiliary services and land grants shall be retained by the institution and may be disbursed by the Board of Trustees for instruction, research extension. Or other program/projects of the school; Provided, that all fiduciary fees shall be disbursed for a specific purpose for which they are collected.
 - d3.) If, for reasons beyond its control, the school shall not be able to pursue any project for which funds have been appropriated and, allocated under its approved program of expenditures, the Board of Trustees may authorize the use of said funds for any reasonable purpose which in its discretion, may be necessary and urgent for the attainment of the objectives and goals of the institution.
- e.) To adopt and implement a socialized scheme of tuition and school fees for greater access to poor but deserving students;
- f.) To approve the Annual and Supplemental Budget for the operation of the institution (TCTS);
- g.) To authorize the construction or repair of its building, machineries, equipment and other facilities and the purchase and acquisition of real and personal properties including necessary supplies, materials and equipment. Purchase and other transactions entered into by the institution through the Board of Trustees shall exempt from all taxes and duties;
- h.) To appoint personnel upon the recommendation of the administrator, faculty members, and other officials and employees;
- i.) To fix and adjust honorarium/ salaries of faculty members, administrative officials and employees subject to the provisions of the revised compensation laws governing hours of service, and such other duties and conditions as it may deem proper, to grant them, at its discretion, leaves of absence under such regulations as it may promulgate, and to remove them for cause in accordance with the requirements of due process of law;
- j.) To approve the curricula, institutional program and rules of discipline
- k.) To set policies on admission and graduation of students;
- l.) To award honorary degrees upon persons in recognition of outstanding contribution in the field of education, public service, arts, science and technology or in any field of specialization within the academic competence of the institution and to authorize the award of certificate of completion of non – degree courses;
- m.) To provide fellowships for qualified faculty member and scholarship to deserving students;
- n.) To delegate any of its powers and duties provided hereinabove to the Vocational School Administrator and/ or its official as it may deem appropriate so as to expedite the administration of the affairs of the school;

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- o.) To authorize an external management audit of the institution to be financed by the LGU and to institute reforms, including academic and structural changes on the basis of the audit results and recommendations;
- p.) To enter into joint ventures with business and industry for the profitable development and management of the economic assets of the school, the proceeds of which shall be used for the development and strengthening of the institution;
- q.) To develop consortia and other forms of linkages with local government units, institutions and agencies both public and private local and foreign in furtherance of the purposes and objectives of the institution;
- r.) To develop academic arrangement for institution capability building with appropriate institutions and agencies, public or private local or foreign and to appoint experts/specialists as consultants, or visiting or exchange professors, scholars, researchers, as the case maybe;
- s.) To set up the adoption of modern and innovative modes of transmitting knowledge such as the use of information technology, the dual system, open learning, community laboratory, etc., for the promotion of greater access to higher education;
- t.) To establish policy guidelines and procedures for participative decision making and transparency within the institution;

SECTION 6 – Promulgation and Implementation of Policies – The governing board shall promulgate and implement policies in accordance with the declared State policies on education and other pertinent provisions of the Philippine Constitution on education, science and technology, arts, culture and sports.

SECTION 7 – The Administration – The administration of the Technical Vocational Post Secondary School (TCTS) shall be vested in the administrator of the school. He/she shall be appointed by the Board of Trustees and shall serve for a term of three (3) years and shall be eligible to reappointment for another term: Provided that this provision shall not adversely affect the terms of the incumbents.

In case of vacancy by reason of death, resignation, removal for cause of incapacity of the administrator to perform the functions of his office, the board shall have the authority to designate an officer-in-charge pending the appointment of a new administrator.

In case of vacancy in the office of the administrator as mentioned in the immediately preceding paragraph, his successor shall hold office for the unexpired term.

SECTION 8 – Admission – No student shall be denied admission to Tech-Voc Post Secondary School by reasons of sex, nationality, religion, political affiliation, or physical disability.

SECTION 9 – The Secretary of the Tagum City Trade School – The Chairman of the Board shall appoint a secretary with the concurrence of the members of the Board who shall serve as such for both the Board and shall keep all records and proceedings of the Board. He shall communicate to each member of the Board notice of meetings.

SECTION 10 – The City Treasurer – The City Treasurer, who is a member of the Board, shall be the ex-officio treasurer of the institution. All accounts and expenses of the school shall be audited by the Commission on Audit or its duly authorized representative.

SECTION 11 – Administrative and/or Academic Council – There shall be an administrative and/or academic council consisting of the administrator of the school as Chairman, PTA President and all members of the instructional staff, and whose duty is to review and recommend to the Board of Trustees, policies regulating the administrative and academic management and development planning of the school for appropriate action.

SECTION 12- Operational Funds – For the initial operation of the institution, there shall be funds to be appropriated in the amount of the Five Hundred Thousand Pesos (P500,000.00)

SECTION 13 – Implementation – The City Mayor is hereby directed to take such steps as are necessary for the immediate implementation of this Ordinance.

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CITY ORDINANCE NO. 287, s-2008, cont'd:

SECTION 14 – Separability Clause – If, for any reason, any part of provision of this ordinance is declared invalid or unconstitutional, the remaining parts of provisions not affected thereby shall remain in full force and effect.

SECTION 15 – Repealing Clause – All ordinances contrary to or inconsistent with this ordinance are hereby repealed or amended accordingly.

SECTION 16 – Effectivity Clause – This ordinance shall take effect upon its approval.

CARRIED AND APPROVED.

ENACTED AND PASSED this 14th day of April, 2008.

I HEREBY CERTIFY to the correctness of the foregoing.

(Sgd) REY A. BUHION
Secretary to the Sanggunian

ATTESTED:

(Sgd) ALLAN L. RELLON, MPA
City Vice Mayor
(Presiding Officer)

APPROVED:

(Sgd) REY T. UY
City Mayor

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