



Republic of the Philippines  
Province of Ilocos Norte  
**MUNICIPAL GOVERNMENT OF SOLSONA**  
Mobile No. 0917-518-7043  
Email: [mayor.solsona@gmail.com](mailto:mayor.solsona@gmail.com)

## **OFFICE OF THE MUNICIPAL MAYOR**

---

### **EXECUTIVE ORDER NO. 086 Series of 2020**

#### **DESIGNATING Mx. WILFRED L. PRUDENCIANO AS SECRETARIAT TO THE MUNICIPAL SCHOOL BOARD OF THE MUNICIPALITY OF SOLSONA, ILOCOS NORTE**

**WHEREAS**, Section 98, Title IV of Republic Act 7160 also known as the Local Government Code of 1991 provides for the creation of Local School Board in every municipality;

**WHEREAS**, there is an existing Local School Board of the municipality created by Executive Order No. 51 series of 2016 as amended by Executive Order No. 046 Series of 2020;

**NOW THEREFORE, I, JOSEPH E. DE LARA**, by the powers vested in me by law as the Mayor of Solsona, Ilocos Norte, do hereby order the following:

**Section 1. Designation of Municipal School Board Secretariat.** Mx. **WILFRED L. PRUDENCIANO**, SPESTEA President, is hereby designated as Secretariat to the Municipal School board of the Municipality of Solsona, Ilocos Norte.

**Section 2. Duties and Responsibilities.** The Secretariat shall perform the following duties and responsibilities as stated:

1. Ensures all rules and by laws of the organization are adhered to by the board during meetings and the implementation of board decisions.
2. Charge of all the records and documentation for the organization.
3. Record the minutes of each board meeting which includes what was discussed, what actions were voted on and what actions are being taken as a result.
4. Other related tasks.

**Section 3. Effectivity.** This Executive Order shall take effect immediately upon approval. Done this \_\_\_\_\_ at Solsona, Ilocos Norte.

SGD  
**JOSEPH E. DE LARA**  
Municipal Mayor