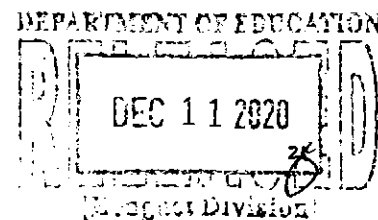




TO: Curriculum Implementation Division
 School Governance and Operations Division
 Public Schools District Supervisors
 School Heads, Public Elementary & Secondary Schools
 Others Concerned



FROM: *[Signature]*
 BENILDA M. DAYTACA, EdD, CESO VI
 Assistant Schools Division Superintendent
 OIC-Office of the Schools Division Superintendent

SUBJECT: 2020 DIVISION SCHOOL-BASED MANAGEMENT (SBM) CONGRESS
 DATE: December 9, 2020

1. Anent to Regional memo no. 365, s. 2020 entitled Conduct of the 2020 School-Based Management Congress, this office through the School Governance and Operations Division-School Management, Monitoring, and Evaluation (SGOD-SMME) section will conduct the 2020 Division SBM Congress on Wednesday, December 18, 2020, 7:30 AM via face-to-face and virtual platform at the Adivay Hall, SDO-Benguet.
2. The aim of this congress are as follows:
 - a. Share the exemplary initiatives of school relative to School-Based Management,
 - b. Replicate SBM practices learned from other schools,
 - c. Re-orient schools on the mechanics of School Monitoring, Evaluation and Adjustment (DM. 235, 2. 2020), and Contextualized SBM Assessment tool
 - d. Recognize SBM level 2 (Maturing) schools
3. The following schools awarded as SBM level 2 and are preparing for level 3 shall prepare a 15-minute Audio-Video Presentation (AVP). All presentations shall be sent to elmersagubo@deped.gov.ph on or before December 14, 2020. See enclosure no. 1 for the format and guidelines of presentation.

No.	School	Presenter
1	Benguet SPED Center	Nancy C. Rosado
2	Kiwas Integrated School	Joan B. Culbengan
3	Lepanto National High School	Sharon B. Angupa

4. Participants to the face-to-face mode are the School heads including the Technical Working Committee identified on enclosure no. 2.
5. All public school heads with their SBM coordinators not identified in the face-to-face participants shall join the activity online. Link will be sent to the school heads before the conduct of the congress.
6. Registration starts at 7:30 AM December 18, 2020. See Enclosure no. 3 for the Matrix of Activity.
7. Meals and snacks and other related expenses shall be charged to RO-SBM downloaded fund while travel expenses shall be charged against local funds subject to usual accounting and auditing rules and regulations.
8. Immediate and wide dissemination of this memorandum is desired.

Format and Guidelines of Presentation

A. Guidelines for Presentation

1. Each presenter will prepare a 15-minute audio-video presentation (AVP)
2. The AVP shall follow this format:
 - a. Brief history of the school
 - b. Highlights of the Best Practices along the 4 SBM indicators:
 - i. Leadership and Governance
 - ii. Curriculum and Instruction
 - iii. Accountability and Continuous Improvement
 - iv. Management of Resources
 - c. Gains or effect of SBM Practices to the school, the stakeholder, the learners (status of school performance and student achievement because of SBM)
 - d. Learning or realization through SBM

B. Mechanics of Presentation

Duration	In-Charge	What to do
2 minutes	Session manager	Greet the participants; Read the mechanics for the sessions; checks that all presenters, documenters, reactors, moderators, and participants are in
15-20 minutes	Presenter	Introduces oneself, name of school, PTA, plays AVP presentation
4 minutes	Reactor	Gives feedback; clarifies areas needing elaboration; suggest inputs for improvement
4 minutes	Moderator	Facilitates reactors' time and question and answer portion within time allotted

Enclosure no. 2 of DM no. _____, s. 2020

A. Face-to-face Participants

No.	School	District	School Head	SBM Coordinator	Remarks
1	Atok NHS	Atok	ANTONIO, Mercedes S.	COCOY, Gina Lynn O.	SBM Level 2 awardee
2	Topdac ES	Atok	AWAS, Anisia L.	TAD-O, Arnolita S	SBM Level 2 awardee
3	Calasipan ES	Atok	SABOG, Maria S.	SUNGAY, Patilia D.	SBM Level 2 awardee
4	Celo Hights ES	Atok	CE-ING, Rosita A.	FERMIN, Divina R.	SBM Level 2 awardee
5	Natubleng ES	Buguias	BELLEZA, Josefa A.	CARPIO, Annaliza P.	SBM Level 2 awardee
6	Virac ES	Itogon II	BALDO, Juliet K.	SADEY, Olga Victor	SBM Level 2 awardee
7	GoldField ES	Itogon II	BUSLOTAN, Jocelyn P.	CABANSI, krisha A.	SBM Level 2 awardee
8	Itogon CS	Itogon II	AMANCIO, Emelda G.	PADUA, Mary Ann S.	SBM Level 2 awardee
9	Don Pulas ES	La Trinidad	LAMSIS, Remedios B.	LOGRO, Marilou D.	SBM Level 2 awardee
10	Alno Kadoorie ES	La Trinidad	SARMIENTO, Regina D.	BATULNI, Vinda W.	SBM Level 2 awardee
11	Eastern La Trinidad NHS	La Trinidad	SAGUBO, Elmer R.	BUTZ, Vivian E.	SBM Level 2 awardee
12	Benguet SPED Center	La Trinidad	ROSADO, Nancy C.	SANTOS, Violeta B.	SBM Level 2 awardee Presenter
13	Lamut ES	La Trinidad	LAURETA, Rosalina O.	LAOYAN, Jonah T.	SBM Level 2 awardee
14	La Trinidad CS	La Trinidad	LEGASPI, Johnson B.	ALSAEN, Marygrace G.	SBM Level 2 awardee
15	Puguis ES	La Trinidad	COMILA, Shirley M.	SORIANO, Joemar P.	SBM Level 2 awardee
16	BeNHS-Puguis Ext.	La Trinidad	DOMEREZ, Winnie Freda D.	TACIO, Johannie B.	SBM Level 2 awardee
17	Sablan NHS	Sablan	SEPULCHRE, Mildred V.	SAB-IT, Josephine C.	SBM Level 2 awardee
18	Mating Mangosan ES	Sablan	MAPILE, Meriam B.	GACUSAN, Jessica B.	SBM Level 2 awardee
19	Palali ES	Sablan	SIMON, Adoracion T.	ANACIOCO, Jane C.	SBM Level 2 awardee
20	Sablan CS	Sablan	MERINO, Luz M.		SBM Level 2 awardee
21	Tuba CS	Tuba	ABANCE, Lucila M.	AGNES, Aquilino P.	SBM Level 2 awardee
22	Tuba CNHS	Tuba	PALAO-AY, Geoffrey Sr. B.	LAMSIS, Claire N.	SBM Level 2 awardee
23	Camp 6 ES	Tuba	RIVAS, Emil Jun B.	GALONG, Precy C.	SBM Level 2 awardee
24	Besong Saddle ES	Tuba	TAPLIN, Felomina T.		SBM Level 2 awardee
25	Palew ES	Tublay	TAMBIC, Linda C.	VICENTE, Serafina C.	SBM Level 2 awardee
26	Beccday Charosas Lamsis ES	Tublay	NEBALASCA, Jack K.	CALATERO, Mariel C.	SBM Level 2 awardee
27	Kiwas Integrated School	Tuba	Culbengan, Joan B.		Presenter
28	Lepanto NHS	Mankayan	Angupa, Sharon B.		Presenter

Note: only School heads will attend the face-to-face SBM Congress

B. Technical Working Committee

No.	Name	Position/Designation
1	Benilda M. Daytaca	Schools Division Superintendent
2	Samuel T. Egsaen Jr.	Assistant Schools Division Superintendent
3	Lucio B. Alawas	SGOD-CES
4	Rizalyn Guznian	CID-CES
5	Aladin M. Dobinto	PSDS (Atok District)
6	Melchor C. Tican	PSDS (Buguias District)
7	William D. Abance	PSDS (Itogon II District)
8	Rosita T. Dayag	PSDS (La Trinidad District)
9	Marcelino S. Baldo	PSDS (Sablan District)
10	Delarosa V. Delmas	PSDS (Tuba District)
11	Ambrosio T. Atew	PSDS (Tublay District)
12	Cesar B. Luma-ang	SGOD-EPS
13	Virginia V. Basatan	SEPS-SMME
14	Xylene D. Kinomis	Technical Working Committee
15	May Claire Jimenez	Technical Working Committee
16	Corazon Quipot	Technical Working Committee
17	Stephen Bulalin	Technical Working Committee
18	Elmer R. Sagubo	Technical Working Committee
19	Joven Agtani	Technical Working Committee
20	Kenneth Kelcho	Technical Working Committee
21	Greg Garcia	Technical Working Committee

ACTIVITY MATRIX

PART 1

Time	Activity	Person/s In-Charge
7:30-8:00 AM	Registration	Registration Committee
8:01-8:30 AM	National Anthem Prayer Presentation of Participants	Nerissa Barbosa Dr. Joan Bumanghat Virginia V. Basatan
8:31-8:40 AM	Welcome Remarks	Benilda M. Daytaca, OIC-OSDS
8:41-8:45 AM	Introduction of Keynote Speaker	Lucio B. Alawas, SGOD-CES
8:46-9:30 AM	Keynote Speech	ESTELA L. CARIÑO, EdD, CESO III Regional Director
9:31-10:00 AM	Sharing of School Initiatives 1. Benguet SPED Center 2. Kiwas Integrated School 3. Lepanto NHS	Presenters: Nancy C. Rosado Joan B. Culbengan Sharon B. Angupa Reactors: 1. Samuel T. Egsaen Jr., OIC-OASDS 2. Lucio B. Alawas, SGOD-CES 3. Rizalyn A. Guznian, CID-CES Moderators: Virginia V. Basatan Elmer R. Sagubo
10:01-10:15 AM	B R E A K	
10:15-11:15 AM	Continuation of Sharing of School Initiatives	
11:16-11:45 AM	Awarding of Certificate of Recognition to SBM Level 2 Schools	
11:46-12:00 AM	Acknowledgement Closing Prayer	Samuel T. Egsaen Jr., OIC-OASDS Linda C. Tambic
12:00-1:00 PM	L U N C H B R E A K	
PART 2		
1:01-3:00 PM	<ul style="list-style-type: none"> ○ Re-Orientation on School-Based Management (SBM) Contextualized Assessment Tool ○ Mechanics of School Monitoring, Evaluation and Adjustment (SMEA) 	Lucio B. Alawas, CES-SGOD Clemente D. Bandao Jr., EPS-QAD

Emcee: Joven Agtani