



Republic of the Philippines
Department of Education
Cordillera Administrative Region
SCHOOLS DIVISION OF BENGUET
Wangal, La Trinidad, Benguet



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DIVISION MEMORANDUM No. 301 s. 2019

Name of Office:
SGOD

**To: Public Schools District Supervisors / District Heads
All Secondary and Elementary School Heads/ TICs
School SBM Coordinators
All Others Concerned**

From: BENILDA M. DAYTACA, EdD, CESO VI
Assistant Schools Division Superintendent
OIC- Office of the Schools Division Superintendent

SEP 08 2019

SUBJECT: SBM TESTING, LAUNCHING, AND ORIENTATION WITH ANNUAL MONITORING AND EVALUATION FORUM OF SCHOOL HEADS AND PROVISION OF TECHNICAL ASSISTANCE TO SHDP IMPLEMENTATION

DATE: October 4, 2019

1. In line with Regional Memorandum no. 278 s. 2019 entitled "Guidelines on the Utilization of School Based Management (SBM) Assessment Tool with Contextualized Means of Verification (MOV)" and DepEd Order no. 83, s. 2012 on the Revised Implementing Guidelines on School-Based Management (SBM) and Assessment Process and Tools (APAT), an Orientation and Workshop will be conducted in three (3) batches on October 28-29, November 4-5, 11-12, 2019 at a venue to be announced later (TBA). (please see attached schedule of trainings and participants)
2. The activity aims to:
 - a. revitalize SBM principles in the field;
 - b. revisit the provisions of DO 83, s. 2012;
 - c. engage the participants in the use of the improved tools as well as the appropriate dynamics for SBM Assessment and Evaluation;
 - d. integrate technical assistance and mechanisms;
 - e. address the concerns and issues of SHs in the use of the Contextualized SBM Tool;
 - f. provide technical assistance in the SHDP project implementation.
3. Participants to this undertaking are 63 Secondary School Heads and 63 School SBM Coordinators, all Elementary School Head, Head Teachers and identified TICs and 14 Public Schools District Supervisors/coordinating principals.
4. Participants are required to bring the 3-year data (SY2016-2017 to SY 2018-2019) of the school on the following:
 - a. Enrolment
 - b. Drop-out Rate
 - c. Completion Rate

- d. Cohort-Survival Rate
 - e. General Average
 - f. SHDP projects
5. Participants are also required to bring laptops, extension wire, wireless internet connection and a filled-out form on SBM Validation.
 6. Meals and snacks and other expenses related to the conduct of the activity shall be charged against the HRD Funds while travel expenses may be charged to local funds subject to the usual audit and accounting rules.
 7. For guidance and compliance.

ATTACHMENT A

PARTICIPANTS	TOTAL	DATE
1st Batch		
63 Secondary School Heads 63 Secondary School SBM 19 Tublay School Heads 27 La Trinidad Elementary School Heads/TIC 2 PSDSs of the identified Districts 5 SGOD 2 Speakers	181 Participants	October 28-29, 2019
2nd Batch		
23 Atok Elementary School Heads/ TIC 29 Bakun Elementary School Heads 38 Bokod Elementary School Heads 43 Buguias Elementary School Heads 37 Mankayan Elementary School Heads/TIC 5 PSDSs of the identified Districts 5 SGOD 2 Speakers	182 Participants	November 4-5, 2019
3rd Batch		
20 Itogon I Elementary School Heads 19 Itogon II Elementary School Heads 24 Kabayan Elementary School Heads/TIC 27 Kapangan Elementary School Heads/ TIC 24 Kibungan Elementary School Heads 13 Sablan Elementary School Heads 33 Tuba Elementary School Heads 7 PSDSs of the identified Districts 5 SGOD 2 Speakers	174 Participants	November 11-12, 2019
TOTAL	537 PARTICIPANTS	

Note: Only those TIC in the Elementary without full teaching loads are included.

SMME