



Republic of the Philippines
Department of Education

REGION X
DIVISION OF CAGAYAN DE ORO CITY

Office of the Schools Division Superintendent

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DIVISION OF CAGAYAN DE ORO CITY
CAGAYAN DE ORO CITY
March 12, 2020

RELEASED
DATE: MAR 13 2020
BY: [Signature]

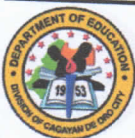
MEMORANDUM

TO: Asst. Schools Division Superintendent
Chief EPS, Schools Governance and Operations Division
Chief EPS, Curriculum Implementation Division
Public Elementary and Secondary School Heads

**SUBMISSION OF APPLICATION FOR SCHOOL-BASED
MANAGEMENT (SBM) ASSESSMENT VALIDATION
FOR LEVELS II AND III OF PRACTICE**

1. All concerned Division-validated schools are hereby informed of the attached guidelines for the 2020 Regional SBM Validation, Regional Memorandum No. 109 s. 2020.
2. Schools are required to submit the required documents on the timeline indicated in the said memorandum.
3. Immediate dissemination and compliance to this Memorandum is desired.

CHERRY MAE L. LIMBACO
Schools Division Superintendent



Address: Fr. William F. Masterson Ave., Upper Balulang, Cagayan de Oro City
Telephone: (08822)-8550048



February 18, 2020

REGIONAL MEMORANDUM

No. 109, s. 2020

FEB 20 2020
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RELEASED

**SUBMISSION OF APPLICATION FOR SCHOOL-BASED
MANAGEMENT (SBM) ASSESSMENT VALIDATION
FOR LEVELS II AND III OF PRACTICE**

To: **Schools Division Superintendents**
This Region

1. Regarding D.O. 83, S. 2012 on the Implementing Guidelines on the Revised School-Based Management (SBM) Framework, and Assessment Process and Tool (APAT) and with further reference to Regional Memorandum No. 352, s. 2018 on the Utilization of the Contextualized Version of School-Based Management (SBM) Manual of Operations, the Submission of Applications for SBM Certification for Levels II and III of Practice is **April-May 2020**.
2. Please refer to the *SBM Manual of Operations* pages 11-12 particularly item numbers 2, 3, and 11 for the guidelines.

The following are added requirements for Regional Memorandum No. 50, s. 2019:

- a) Certification on the number of retained students and repeaters by the school principal concerned;
- b) Signature of the planning officer and divisional ICT officer must be reflected as added signatories together with the divisional coordinating team in the SBM Validation Tool (hard copy) after verifying the completeness of the school Family Mapping documents;
- c) List of schools applying for Levels II and Potential III endorsed by the Schools Division Superintendent;
- d) Electronic Tracking Tool (ETT) for 2019 Results must be updated and submitted in a hard copy and soft copy to depedftad10@gmail.com; and





- e) Submission of Application with corresponding supporting documents is addressed to the Regional Director through the Chief, Field Technical Assistance Division (FTAD), DepEd Region X, Zone 1, Upper Balulang, Cagayan de Oro City.

Reminders:

- a) The minimum rating of the Performance Improvement (PI) to proceed to SBM Documentary – Analysis, Observation, Discussion (DOD) validation is 1.50 (60% of the P.I). If the school does not reach the minimum rating, the Division Field Technical Assistance Team (DFTAT) shall provide technical assistance for the purpose.
- b) A school shall sustain the SBM level II of practice for at least three years before applying for SBM level III.

3. It is advised that the period of submission for this year must be duly observed; thus, an estimated number of schools is requested in advance for scheduling purposes on or before March 15. Please use attached template.

4. Further, the SBM on-site assessment validation will immediately follow after the review of all applications with supporting documents by the FTAD.

5. For more information, please contact Ms. Lita F. Base, education program supervisor, FTAD, focal person, with cellphone no. 0906 505 6219.

6. Immediate and wide dissemination of this Memorandum is desired.


DR. ARTURO B. BAYOCOT, CESO III
Regional Director

ATCH.: As stated
To be indicated in the Perpetual Index under the following subjects:

ASSESSMENT
SCHOOL-BASED MANAGEMENT
VALIDATION

FTAD/lita





Attachment no. 1

(Division Logo)

Estimated Number of Schools for the SBM
Assessment Validation
SY 2020-2021

Division	No. of schools for Level II Assessment Validation	No. of Potential Level III Assessment Validation	Total schools for Assessment Validation

Prepared by :

SBM Coordinator

Recommending Approval by:

Schools Division Superintendent

