



Republic of the Philippines
Department of Education
REGION X

SCHOOLS DIVISION OF CAGAYAN DE ORO CITY



Office of the Schools Division Superintendent

16 November 2022

DIVISION MEMORANDUM

No. 438 s. 2022

**THREE-DAY TRAINING/WORKSHOP BUILDING ON TECHNICAL ASSISTANCE (TA)
RESPONSIVE TO CONTEXTUALIZED SCHOOLS' SELF-ASSESSMENT TOOL VIA
SCHOOL-BASED MANAGEMENT (SBM)**

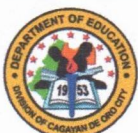
TO: Assistant Schools Division Superintendent
Chief Education Supervisor – SGOD
Division SBM Coordinator
Division Information Technology Officer

1. In view of Regional Memo No. 702 s.2022 entitled **Three-Day Training Workshop Building on Technical Assistance (TA) Responsive to Contextualized Schools' Self-Assessment Tool Via School-Based Management (SBM)**, you are hereby directed to attend the said activity. The said activity shall be held on **November 28-30, 2022** at the **National Educators Academy of the Philippines (NEAP), Lapasan, Cagayan de Oro City**.
2. Attached herewith is the aforementioned memorandum for your information and guidance.
3. In adherence to Equal Opportunity Policy (EOP), inclusive and fair treatment are accorded to all participants regardless of age, gender, sexual orientation, disability, religion and ethnicity.
4. Immediate dissemination and compliance to this memorandum is required.

CHERRY MAE L. LIMBACO-REYES
Schools Division Superintendent

For the Schools Division Superintendent:

LOREBINA C. CARRASCO
OIC, Assistant Schools Division Superintendent
Officer In-Charge
Office of the Schools Division Superintendent



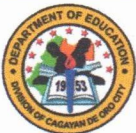
Encl: as stated

Reference: None

To be indicated in the Perpetual Index
under the following subjects:

SCHOOL-BASED MANAGEMENT (SBM)

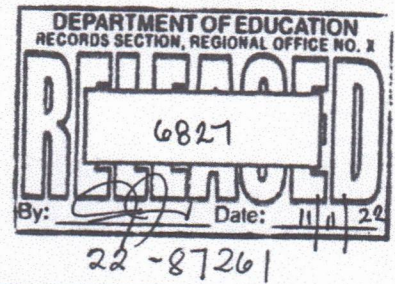
ECHR/DM-SBM
November 16, 2022



Address: Fr. William F. Masterson Ave., Upper Balulang, Cagayan de Oro City
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Email: cagayandeoro.city@deped.gov.ph



Republic of the Philippines
Department of Education
REGION X - NORTHERN MINDANAO



November 9, 2022

REGIONAL MEMORANDUM

No. 702, s. 2022

**THREE-DAY TRAINING/WORKSHOP: BUILDING ON TECHNICAL ASSISTANCE
(TA) RESPONSIVE TO CONTEXTUALIZED SCHOOLS' SELF-ASSESSMENT TOOL
VIA SCHOOL-BASED MANAGEMENT (SBM)**

To: Schools Division Superintendents
Assistant Schools Division Superintendents
All Others Concerned

1. Following **DepEd Memorandum No. 075, s. 2022** regarding the **Moratorium on the Conduct of Division and Region School-Based Management Validation Activities** dated August 26, 2022, from the Office of Undersecretary and Chief of Staff Epimaco V. Densing III, leading to the gradual transition and continuous improvement, this Office, through the Field Technical Assistant Division (FTAD), will conduct a Three-Day Training/Workshop: Building on Technical Assistance (TA) Responsive to Contextualized Schools' Self-Assessment Tool via School-Based Management (SBM) at the National Educators Academy of the Philippines (NEAP), Lapasan, Cagayan de Oro City, on November 28-30.

2. The activity aims to

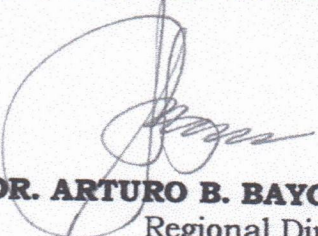
- a. appraise the Six Dimensions of School-Based Management (SBM) as initial take off from DO 83, s. 2012;
- b. revisit the Contextualized SBM tools for the school's self-assessment as a reference in providing technical assistance;
- c. appreciate SDOs' Technical Assistance (TA) Action Plan, inclusive of their implementation and impact on governance and operation;
- d. provide feedback on the progress of the Initial Rollout of the School Governance Council (SGC) Functionality Assessment Tool for Secondary Schools; and
- e. award Certificate of Recognition to the other SAFE-CI division candidates per RM 572, s. 2021.



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3. The participants of this activity are the division SBM coordinators, ICT officers/representatives, and Education Program Specialists II for SMME. Further, the identified participants shall fill up the booking form on or before November 15 for accommodation purposes.
4. The participants shall take their laptop, extension wire, and pocket Wi-Fi to the workshop.
5. A five-minute presentation of the divisions' SBM TA Action Plan shall be done following the prescribed template in Attachment Nos. 2.
6. The participants' board and lodging shall be charged to FTAD's training funds while the travel expenses shall be charged to local funds, all subject to the usual accounting and auditing rules and regulations.
7. The opening program will start on November 28, 8:00 a.m. As such, the first meal will be on the evening of November 27, and the last meal will be lunch on November 30.
8. A one-day Compensatory Time-Off (CTO) shall be granted to the participants, guest, and the management team for their attendance on November 30 (holiday). It is a non-monetary benefit in place of overtime pay as stipulated in CSC Joint Circular no. 2, S. 2004.
9. A pre-work activity will be conducted virtually on November 15 to be participated in by the Field Technical Assistance Division (FTAD) personnel, RO ICT representative, RO planning officer, and SBM coordinators.
10. Attached are the following: Activity Matrix, Division School-Based Management TA Action Plan template and Booking Form for reference.
11. For more information, contact Ms. Lita F. Base, education program supervisor and FTAD focal person, at 0906-505-6219.
12. This Office directs the immediate and wide dissemination of this Memorandum.


DR. ARTURO B. BAYOCOT, CESO III
Regional Director *glib*

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

SCHOOL-BASED MANAGEMENT TECHNICAL ASSISTANCE

FTAD/lita

**THREE-DAY TRAINING/ WORKSHOP: BUILDING ON TECHNICAL ASSISTANCE
(TA) RESPONSIVE TO CONTEXTUALIZED SCHOOLS' SELF-ASSESSMENT TOOL
VIA SCHOOL-BASED MANAGEMENT (SBM)**

November 28, 29, and 30, 2022

ACTIVITY MATRIX

Time		Activities	Responsible Persons
Start	End		
Day 1 - November 28, 2022- Monday, 8:00 A.M.			
8:00 A.M.	8:30 A.M	Arrival of the Participants	Maria (Salome)Marisa M. Manlapig Program Host EPS, FTAD
		Preliminaries	
		National Anthem	Canned
		Regional Prayer	Canned
		Checking of Participants	Lita Base EPS, FTAD
		Statement of Purpose	Edith L. Ortega Chief, FTAD
		Message	Dr. Arturo B. Bayocot, CESO III Regional Director
8:31 A.M.	12:00 A.M.	Updates on the Six (6) SBM Dimensions	Raymond Jason V. Aquino PDO III SBM Focal Person Central Office, BHROD-SED
1:00 P.M.	5:00 P.M.	Overview	Lita F. Base
		Presentation / Rollout of the Contextualized SBM Tool (Revised Version)	Philip T. Perez SBM Coordinator Division of Valencia Danny A. Asio SBM Coordinator Division of Misamis Oriental

Documenters:

- Day 1 - Ms. Eleonor Consejo H. Rollan
Ms. Maricris P. Quismundo
Day 2 - Ms. Susan Cabahug
Ms. Roselle O. Bacasnot
Day 3- Ms. Gladys Jean D. Quijada
Ms. Edeline M. Eborra

Day 2 - Nov. 29, 2022- Tuesday

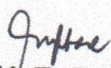
Start	End	Activities	Facilitator/s
8:00 A.M.	8:30 A.M.	Management of learning	Ms. Gladys Jean D. Quijada Ms. Eleonor Consejo H. Rollan Mr. Wenie L. Nahial Ms. Maricris P. Quismundo
	12:00 A.M.	Presentation of divisions' Technical Assistance (TA) Action Plan (simultaneous) Venue : Rizal Hall Clusters : I and II Presenters Cluster I Division of Bukidnon Division of Cagayan de Oro City Division of Camiguin Division of El Salvador City Cluster II Division of Iligan City Division of Lanao del Norte Division of Malaybalay City Venue: Mess Hall Clusters: III and IV Cluster III Division of Misamis Oriental Division of Gingoog City Division of Oroquieta City Cluster IV Division of Occidental Division of Ozamiz City Division of Tangub City Division of Valencia City	Mr. Blue R. Dela Cerna Reactors: Mr. Redeemer D. Denapo Mr. Philip T. Perez Mr. Elljune S. Abucay Ms. Roselle O. Bacasnot Reactors: Ms. Aileen A. Zaballero Mr. Danny A. Asio Ms. Edelina M. Ebor Reactors: Ms. Susan Cabahug Ms. Ivy T. Jumawan Ms. Gladys Jean D. Quijada Reactors: Ms. Eleonor Consejo H. Rollan Ms. Maricris P. Quismundo Mr. Wenie L. Nahial
1:00 P.M.	5:00 P.M.	Workshop: Initial Rollout of School Governance Council Functionality Assessment Tool for Secondary Schools	Lita F. Base SBM Focal Person

Day 3 - Nov. 30, 2022- Wednesday


8:00 A.M.	8:20 A.M.	Management of learning	Mr. Danny A. Asio Ms. Aileen A. Zaballero Mr. Blue R. Dela Cerna Mr. Redeemer D. Denapo Mr. Philip T. Perez
8:21 A.M.	12:00 A.M.	Presentation of Outputs Critiquing Agreement Setting	Edith L. Ortega , PhD Chief, FTAD

1:00 PM	5:00.P.M	Awarding of Recognition	Ms. Edelina M. Ebora SBM Coordinator Division of Malaybalay
		Closing Message	Victor G. De Gracia Jr. CESO V Assistant Regional Director

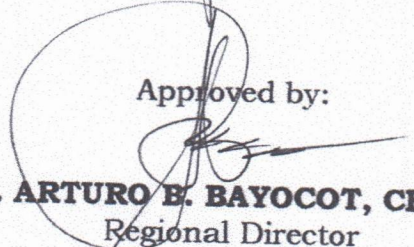
Prepared by:


LITA F. BASE
EPS, FTAD

Recommended by:


EDITH L. ORTEGA, PhD
Chief, Field Technical Assistance Division (FTAD)

Approved by:


DR. ARTURO B. BAYOCOT, CESO III
Regional Director

Division's Logo
School-Based Management Technical Assistance (TA) Action Plan
(Template)

Areas for improvement (SBM Dimensions)	Objective	Activities	Inclusive Dates	Persons Involved	Resources Needed	Remarks
I. Leadership						
II. Governance and Accountability						
III. Human Resources and Team Development						
IV. Finance and Resource Management and Mobilization						
V. Curriculum and Instruction						
VI. Learning Environment						

Priority areas for improvement

Prepared by:

SBM Coordinator

Recommended by:

SGOD Chief

Approved by:

Schools Division Superintendent

BOOKING FORM

Please fill out and email this form immediately at ftad.region10@deped.gov.ph for facilitation.

<i>Name of Participant</i>	
<i>Contact Number</i>	
<i>Schools Division Office</i>	
<i>Expected Dates:</i>	
<i>Date and Time of Arrival</i>	
<i>Date and Time of Departure</i>	
<i>Signature</i>	