Republic of the Philippines
Department of Education
REGION IV - CALABARZON
CITY SCHOOLS DIVISION OF TANAUAN

DEPED TANAUAN CITY
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17 March 2021

DIVISION MEMORANDUM
No. 75 S.2021

DIVISION VIRTUAL TRAINING-WORKSHOP ON SCHOOL-BASED MANAGEMENT AND UPDATES

To: OIC, Assistant Schools Division Superintendent
Division Chief Education Supervisors
Unit Heads
Public Elementary and Secondary School Heads
All Others Concerned

1. In line with Deped Order No. 83, s. 2012 titled Implementing Guidelines on the Revised School-Based Management (SBM) Framework, Assessment, Process and Tool (APAT) which aims to strengthen the SBM practices and engagement of school stakeholders on basic education delivery and RA 9155 also known as the Governance of Basic Education Act of 2001 which provides the overall framework for principal empowerment by strengthening principal and leadership goals, and local school-based management within the context of transparency and local accountability, especially in the new normal, this Division through the School Governance and Operations Division (SGOD) shall spearhead the conduct of the Division Virtual Training-Workshop on School-Based Management on March 23, 2021, 7:00 AM to 4:00 PM at NDN Grand Hotel, Sto. Tomas City while the Online Modalities will be via ZOOM.

2. This activity aims to:

   a. revisit DepEd Order No. 83, s. 2012 and the existing assessment tools to come up with accurate measures;
   b. equip the schools with the significant updates on SBM;
   c. ensure improvement of SBM level of practice in schools; and
   d. harmonize and unify understanding of all concerned regarding the conduct of effective and efficient SBM evaluation and validation in the new normal;

Date & Time Posted: _____
By: _____

DRN:DIVTAN-DM-001-02

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3. Participants to the face-to-face (F2) activity are the Education Program Supervisors (EPSs) and Public School District Supervisors (PSDSs) with no underlying disease and comorbidity while School Heads and SBM focal persons will attend the online modality. The online web link shall be provided prior to the scheduled date of online training.

4. The Medical Health Unit shall strictly monitor the observance of health protocols and recommend participants who will attend the face-to-face thru online health assessment to be forwarded to the persons concerned.

5. All participants are enjoined to confirm their attendance on or before March 19, 2021 by accomplishing the online registration which can be accessed at: https://bit.ly/SBMTrain21.

6. Each participant who will attend the F2 modality shall prepare the Travel Oder and shall wear semi-formal attire.

7. Hereto attached is the approved Program of Activities for your reference.

8. All expenses relative to the conduct of this event shall be charged to the Division Human Resource Development Fund for FY 2021 while the travel expense of the Division Personnel to attend F2 training shall be charged to Division MOOE Fund.

9. Widest dissemination of this Memorandum to all concerned is desired.

ROGELIO R. OPULENCIA
Assistant Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent

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ACTIVITY MATRIX

TITLE OF THE ACTIVITY: Division School Based Management (SBM) Revitalizing Training for School Leaders and SBM Coordinators Gearing Towards the Best Normal for SY 2020-2021 and the Years to Come

Venue: Google Meet/ZOOM

Date: March 23, 2021

Time	Topic / Activity	Person – In – Charge
7:00-7:30 AM	Registration	Ms. Joan Riblyn B. Mirana
7:30-7:45 AM	**PRELIMINARIES** ▪ National Anthem ▪ Prayer ▪ CALABARZON MARCH ▪ Tanauan Hymn	
7:45-8:00 AM	**Welcome Remarks** ▪ **Dr. Maximo L. Custodio Jr.** SGOD Chief **Inspirational Message** ▪ **Mr. Rogelio F. Opulencia** OIC, SDS **Statement of Purpose and Time Table of SBM Assessment** • **Ms. Gerlie C. Lopez** SBM Coordinator	
8:00-9:00 AM	Operationalization of Schools Based Management through Effective Management of the MOOE for Schools to Support the Implementation of Basic Education Learning Continuity Plan in Time of COVID -19 Pandemic	**MS. MARITESS L. GLORIA** Chief Administrative Officer (Finance Division)
9:00-10:00 AM	Reiteration of Etiquettes on the Conduct of School Based Virtual / Webinar Activities and L and D Package	**MS. VIVIAN L. PETRASANTA** SEPS HRTD
10:00-10:10 AM	Health Break	

10:10-11:00AM	Importance of QAME in every PPA conducted	**MS. BUENNALYN B. MANUEL** EPS - RO
11:00-12:00AM	Breakthrough on School Based Management in the Better New Normal and the Functions of SME Teammates	**MR. EUGENIO ADRAO** EPS - RO
12:00-1:00 PM	Lunch Break	
1:00 – 2:30 PM	Monitoring of Adjusted School Improvement Plan and AIP Towards Meaningful Implementation Learning Continuity Plan and School Based Management	**MR. MICHAEL GIRARD R. ALBA** Chief, FTAD - RO
2:30 - 3:00 PM	Open Forum	
3:00 – 4:30 PM	School Based Management Assessment and DOD Processes and Lists	**MR. ANDREA MABEL E. ABRENCILLO** EPS - RO
4:30 – 5:00 PM	Open Forum	

Prepared by:

XANDER B. CASTILLO
SEPS M&E

GERLIE C. LOPEZ
EPS SGOD

Recommending Approval:

MAXIMO L. CUSTODIO JR., EdD.
Chief Education Supervisor, SGOD

Approved:

ROGELIO F. OPULENCIA
OIC, Schools Division Superintendent