



Republic of the Philippines
DEPARTMENT OF EDUCATION
Caraga Administrative Region
Butuan City



August 8, 2018

REGIONAL MEMORANDUM

No. 409 s., 2018

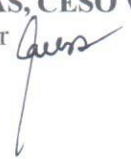
CONDUCT OF THE PROCESS EVALUATION OF SENIOR HIGH SCHOOL IMPLEMENTATION

To: **Schools Division Superintendents**
This Region

1. There shall be a **Process Evaluation of Senior High School Implementation** to be conducted by the Philippine Institute for Development Studies (PIDS) on **August 14-15, 2018** in **Surigao City**.
2. The Philippine Institute for Development Studies (PIDS) shall conduct research activities like KII and FGD to select parents, Grades 11 and 12 students, teachers, school heads and SHS focal persons (SDO and RO) in Surigao City and Surigao del Norte
3. Participating personnel from the RO and SHS focal persons from the SDOs in the conduct of KII are the following:

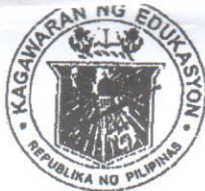
Name	Office/Division	Position
Bernabe L. Linog	CLMD, RO	SHS Focal Person
Edmund D. Mendoza, Ph.D.	QAD, RO	SHS Focal Person
Caroline L. Guerta, Ph.D.	PPRD, RO	Research Focal Person
Manuel L. Limjuco Jr., Ph.D.	Surigao del Norte	SHS Focal Person
Noemi D. Lim	Surigao City	SHS Focal Person

4. Travel and other allowable expenses of the participants shall be charged against local MOOE funds subject to the usual accounting and auditing rules and regulations.
5. Immediate dissemination of this **Memorandum** to all concerned is highly desired.


FRANCIS CESAR B. BRINGAS, CESO V
OIC-Regional Director 

Encls: None
Reference: OM-PFO-2018-0904
To be indicated in the **PERPETUAL INDEX** under the following subjects:
FGD RESEACH SHS PROGRAM

clmd12/bll
8/08/18



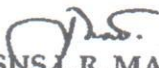
Republic of the Philippines
Department of Education

758453

Tanggapan ng Pangalawang Kalihim
Office of the Undersecretary

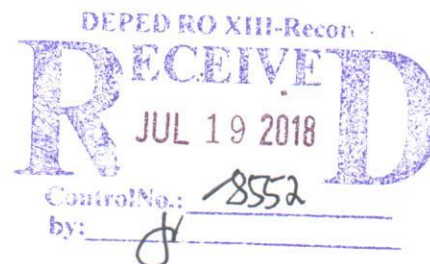
MEMORANDUM
OM-PFO-2018- 6964

TO: Regional Directors
Schools Division Superintendents

FROM: 
JESUS L.R. MATEO
Undersecretary

SUBJECT: Conduct of the Process Evaluation of Senior High School
Implementation

DATE: 16 July 2018



The Philippine Institute for Development Studies (PIDS), as requested by the National Economic and Development Authority (NEDA), is conducting a process evaluation of the Senior High School (SHS) program. The study seeks to document the manner of SHS program implementation and undertake factual assessment of the said program.

It will involve the conduct of the following research activities in nine (9) Regional Offices (ROs), nine (9) Schools Division Offices (SDOs) to be identified by the ROs, and 11 private and 14 public SHS from July to September 2018 (See Annex 1 for the list of target offices and schools and indicative schedule):

Activity	Target Respondent
RO	
Key Informant Interview (KII)	Chief, Curriculum and Learning Management Division (CLMD) and/or SHS focal person
SDO	
KII	Chief, Curriculum Implementation Division (CID) and/or SHS focal person
School	
KII	School head or equivalent in private schools
KII	SHS focal person or equivalent in private schools
Focus group discussion (FGD)	Teachers and other staff
FGD	Grade 11 students
FGD	Grade 12 students
FGD	Parents

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Regional Kick Off maybe done on May 13

The selection criteria for identifying study participants in is in Annex 3, while the specific schedule of research activities will be laterally coordinated by the PIDS researchers to the field offices and schools.

In this regard, target ROs are requested to:

- Arrange the conduct of the KIIs with the RO and SDO participants at the Regional Offices;
- Identify key informants from one (1) SDO and invite same for the activity. Transportation and other incidental expenses of the SDO participant/s shall be charged against local funds subject to the usual accounting and auditing rules and regulations; and
- Consolidate and submit feedback on the actual conduct of the study as a result of monitoring to the Policy Research and Development Division - Planning Service (PRD-PS) at email address: ps.prd@deped.gov.ph or phone number: (02) 635-3976 (See Annex 3 for the template of monitoring report).

Target SDOs are requested to:

- Assist the researchers by coordinating/linking them with target schools;
- Assist target schools in identifying research participants and arranging the conduct of school-based research activities; and
- Submit feedback on the actual conduct of the study as a result of monitoring to the Regional Office.

Target schools are requested to:

- Identify research participants (i.e. teachers and school personnel, students, and parents) and arrange the conduct of research activities at schools; and
- In the conduct of the study, ensure compliance with the Department's Child Protection Policy and the minimal disruption of classes and school routines.

For further inquiries, kindly contact the PS-PRD at the details indicated above. For lateral coordination, please contact Ms. Karen Dominique Brillantes of the PIDS research team at email address kdbbrillantes@gmail.com or phone numbers (02) 877-4049 and 09064650488.

For appropriate action. Thank you.

3 Annexes:

- 1 - Target Offices and Schools and Indicative Schedule
- 2 - Target Respondents and Selection Criteria
- 3 - Template for Monitoring Report

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Annex 1

Target Offices and Schools and Indicative Schedule

I. Field Offices

RO	Indicative Schedule
NCR	11 September 2018
CAR	10 August 2018
Region III	02 August 2018
Region IV-A	12 September 2018
Region VII	13 August 2018
Region VIII	10 August 2018
Region IX	28 August 2018
Region X	07 September 2018
CARAGA	16 August 2018

**The ROs shall identify informant/s from one (1) SDO for the KII. All RO and SDO KIIs shall be conducted at Regional Offices.*

II. Schools

Region	SDO	School ID	Name	Indicative Schedule
NCR	Pasay City	500328	Philippine National School for the Blind	26 July 2018
	Caloocan City	305375	Cielito Zamora Senior High School	27 July 2018
CAR	Baguio City	406278	University of Baguio High School (Arts and Sports Track) (Private)	08-09 August 2018
Region I	Pangasinan II	400236	St. Mary's Integrated School, Inc. (Private)	07 August 2018
Region III	Bulacan	300768	Calumpit NHS (San Marcos NHS)	01 August 2018
	Bulacan	404440	Next Generation Technological College (Plaridel, Bulacan) (Private)	31 July 2018
Region IV-A	Cavite	301191	Gen. Emilio Aguinaldo NHS (Bailen)	31 July 2018
	Dasmariñas City	301186	Dasmariñas NHS	01 August 2018
Region VI	Bacolod City	404131	Negros Mission Academy of Seventh-Day Adventist Church Inc. (Private)	03 September 2018
	Negros Occidental	403191	Hinigaran Institute, Inc. (Private)	04 September 2018
	Negros Occidental	404035	Binalbagan Catholic College, Inc. (Private)	05 September 2018
Region VII	Cebu	302973	Carmen NHS-Day	14 August 2018
	Cebu	302995	Daanbantayan National High School	15 August 2018
	Negros Oriental	303255	Negros Oriental High School (Arts Track)	06 September 2018
Region VIII	Calbayog City	344634	Negros Oriental High School (Sports Track)	07 September 2018
	Calbayog City	344634	Calbayog Arts and Design School of Eastern Visayas	08 August 2018
	Maasin City	404718	The College of Maasin (Private)	09 August 2018
Region X	Bukidnon	405027	San Isidro High School of Malipayon, Inc. (Private)	04 September 2018
	Misamis Oriental	341230	SHS within Maputi ES	05 September 2018

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	Misamis Oriental	461501	Misamis Oriental Institute of Science and Technology (Private)	06 September 2018
Region XI	Digos City	304402	Ruparan NHS	29 August 2018
	Digos City	405791	Mary Mediatrix of All Graces Academy, Inc. (Private)	30 August 2018
	Davao City	405558	Jose Maria College (Private)	29 August 2018
	Davao del Norte	304254	Sto. Tomas NHS	30 August 2018
CARAGA	Surigao del Norte	304847	Surigao Del Norte NHS (Sports Track)	14 August 2018
	Surigao City	340383	Cabrera-Altres National High School (Arts and Design Track)	15 August 2018

Annex 2

Target Respondents and Selection Criteria

Activity	Target Respondents	Nr. of Respondents	Respondent Selection Criteria
RO			
Key Informant Interview (KII)	Chief, Curriculum and Learning Management Division (CLMD), and/or SHS focal person of the RO	1/2	
SDO			
KII	Chief, Curriculum Implementation Division (CID), and/or SHS focal person of the SDO	1/2	
Schools			
KII	School Head or equivalent in private schools	1	Alternative: Assistant Principal
KII	SHS Focal Person	1	
Focus Group Discussion (FGD)	SHS Teachers and Non-Teaching Staff (e.g., Guidance Counselor, Immersion Coordinator)	10	• For multi-track schools, an equal mix of teachers from each track • All available strands should be represented • Must include the guidance counselor and the immersion coordinator
FGD	Grade 11 students	10	• For multi-track schools, an equal mix of students from each track • All available strands should be represented • Equal number of male and female students when possible
FGD	Grade 12 students	10	
FGD	Parents of Grade 11 and 12 students	10	• Equal number of G11 and G12 parents • For multi-track schools, an equal mix of parents of students from the different tracks

Annex 3
Template for Monitoring Report

I. Field Office

Date of Data Gathering	Research Activities Conducted	Reported Feedback
	<i>(Indicative research activities conducted such as KII and FGD and the number of participants)</i>	<i>(Discuss feedback of participants regarding the conduct of research activities, and challenges and difficulties encountered in facilitating the activity)</i>

II. Schools

Name of School	Date of Data Gathering	Research Activities Conducted	Reported Feedback
		<i>(Indicative research activities conducted such as KII and FGD and the number of participants)</i>	<i>(Discuss feedback of participants regarding the conduct of research activities, and challenges and difficulties encountered in facilitating the activity)</i>