

Tracking # 2018-06-6796



Republic of the Philippines
Department of Education
Caraga Administrative Region
J.P. Rosales Avenue, Butuan City



June 4, 2018

REGIONAL MEMORANDUM
NO. 308, s. 2018



To: Schools Division Superintendents
This Region

QUARTERLY MEETING OF SCHOOL-BASED MANAGEMENT (SBM)

1. Section 1 of DepEd Order No. 83, s. 2012 entitled Implementing Guidelines on the Revised Schools-Based Management (SBM) Framework, Assessment Process and Tool states *that to further strengthen the School-Based Management (SBM) practice and re-emphasize the centrality of the learners and the involvement of relevant community basic education service delivery, the Department of Education (DepEd) embarked on revisiting the SBM framework, assessment process and tool to improve on already recognized successful SBM practices across the regions.*
2. In preparation for the conduct of the Regional Validation for all Level 3 schools in each SDO, there shall be Quarterly SBM Meeting on June 29, 2018, September 28, 2018 and November 27, 2018 at RELC 2, DepEd Regional Office, Butuan City.
3. This activity aims to:
 - a. Document feedback from the field as to the status of self-assessment and validation of SBM Practices by the Division SBM Coordinating Teams;
 - b. Gather report on the level of SBM Practices of the schools;
 - c. Discuss matters relative to the conduct of the Regional Level Validation and visit to schools.
4. The activity will be participated in by the 12 Chiefs/EPS of SGOD, 12 Division SBM Coordinators, one elementary and one secondary school head of potential level 3 schools per SDO, eight members of the Regional SBM Coordinating Team, one alternate member from Butuan City Division and one support staff from FTAD.
5. A hard copy of the Travel Authority duly signed by the Schools Division Superintendent shall be collected from each SDO during the meeting to facilitate easy liquidation of the expenses incurred.
6. Division SBM Coordinators are enjoined to submit the SBM Level of Practice of all schools per district on or before June 29, 2018 in excel format to ftadcaraga@gmail.com using the attached template (Annex 1).
7. Travelling expenses of the participants from the Division Offices shall be charged to their local funds while meals and snacks shall be shouldered by the Regional MOOE subject to usual accounting and auditing rules and regulations.
8. For strict compliance.

References: as stated

TO BE INCLUDED IN THE PERPETUAL INDEX UNDER THE FF
SBM MEETINGS ASSESSMENT
apm/ftad03

BEATRIZ G. TORNO, PhD., CESO IV
Regional Director

Annex 1

SBM LEVEL OF PRACTICE

Division of _____

ELEMENTARY LEVEL

District	School ID No.	Name of School	*Level/Category	Name of School Head	SBM Level of Practice
Example					
Central Butuan District I	132020	Mayapay CES	Elementary/Central	Juan de Jesus	3

SECONDARY LEVEL

District	School ID No.	Name of School	*Level/Category	Name of School Head	SBM Level of Practice
Example					
Central Butuan District I	302020	Mayapay NHS	Secondary/Rural	Juan de Jesus	2

*Level/Category

Level – elementary or secondary

Category – central, non-central, MG, (elementary)

Urban or rural (secondary)