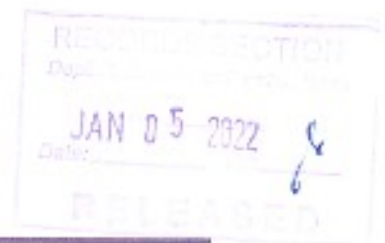




Republic of the Philippines
Department of Education
Region IX, Zamboanga Peninsula
SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE



Division Memorandum
No. 07 s. 2021

**TO : Assistant Schools Division Superintendents
Chiefs, SGOD & CID
Members, DFTAT
Public Schools District Supervisors
District M&E Coordinators
Concerned School Heads, Public Elem & Secondary Schools
All Others Concerned**

FROM : MA. LIZA R. TABILON Ed.D CESO V
Schools Division Superintendent

**SUBJECT : DIVISION EVALUATION OF SCHOOL-BASED MANAGEMENT (SBM) LEVEL
OF PRACTICE (LOP) CY 2021 -FIRST BATCH**

DATE : January 4, 2022

1. This is to announce the conduct of division-level evaluation of SBM Level of Practice CY 2021 in thirteen (13) schools claiming Level 3 rating, starting **January 12, 2022**.
2. Subject to the strict observance of and compliance with the local IATF minimum health and safety guidelines, the on-site evaluation is meant to establish the veracity of school's SBM rating against the available means of verifications, as well as validation of data and information through site observation and interview of school stakeholders. Upon request, the evaluated Level 3 schools are to undergo the Regional validation starting March of 2022.
3. Please find the following enclosures, for information and guidance, to wit:
 - i.) Enclosure 1 - Approved SBM LoP Evaluation Plan
 - ii.) Enclosure 2- Contextualized tool for the computation of SBM Level of Practice

The contextualized tool for the computation of SBM LoP shall be used during the division evaluation. Concerned schools may conduct re-assessment of their SBM practice prior to the scheduled evaluation using the contextualized tool, to have common basis for comparison.

4. Relative to the subject, members of the Division Field Technical Assistance Team (DFTAT) who will comprise the sub-teams for SBM LoP Evaluation, concerned PSDSs who will form part of the team specifically for the improvement of learning evaluation, as well as the select district M&E Coordinators tapped as secretariat, are required to participate in the pre-evaluation meeting on **January 10, 2022 at 1:30 PM** thru this link: <https://meet.google.com/zsd-foou-hej>.
5. Any relevant query may be directed to the SBM Secretariat thru 0998-262-2462 (SMART) or 0995-881-1881 (GLOBE).

Wide dissemination of this Memorandum is highly desired.

SGOD-SMM&E/whi/MemorandumSBMEvaluation/001-010432022

Navigating
Opportunities to
Re-engineer for
Transformation &
Renewment



Capitol Drive, Estaca, Dipolog City, 7100
Tel No.: (065) 212-5843
e-mail address: zn.division@deped.gov.ph



"Be and Do Much Better Each Day
with a
Sense of Urgency"



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Enclosure 1

SBM LoP EVALUATION PLAN

Objective: At the end of the evaluation period, all identified schools claiming SBM LoP Level 3 status shall be evaluated using APAT tool and guided by localized parameters determining DOD rating and the means of verifications available on site.

No.	Date & Time of Evaluation	Identified School	District	Team of Evaluators	Confirmation of Attendance
1	January 12, 2022 @ 9:00 AM- 3:00 PM	Tampilisan National High School	Tampilisan I	1. ASDS Ma. Judelyn J. Ramos 2. Leonido A. Pampilo 3. Marylynn B. Bayron 4. Dr. Anita D. Subebe 5. Arvie M. Ompoy Secretariat: M&E Coordinator of Tampilisan I District	
2	January 13, 2022 @ 9:00 AM- 3:00 PM	Sindangan Pilot Demonstration School	Sindangan Central III	1. ASDS Judith V. Romaguera 2. Dr. Leynie Boy G. Bellino 3. Jessie E. Elacan 4. Eunice Janolino 5. Robert I. Poculan III Secretariat: Jed A. Nieves	
	January 13, 2022 @ 9:00 AM- 3:00 PM	Domalogdog NHS	Sindangan South I	1. Lilia E. Abello 2. Ervie A. Acaylar 3. Wilson H. Inding 4. Dr. Arcelita B. Zamoras 5. Dr. Sonia Y. Uy Secretariat: M&E Coordinator of Sindangan South I	
3	January 17, 2022 @ 9:00 AM- 3:00 PM	Silawe CS	Polanco	1. Joy E. Letran-Singson, EMD 2. Dr. Evelyn C. Labad 3. Engr. Dave A. Patigayon 4. Giparel B. Elumba 5. Jun Leonard U. Romarate Secretariat: Gekabel M. Velarde	
4	January 18, 2022 @ 9:00 AM- 3:00 PM	Balas National High School	Labason III	1. ASDS Ma. Judelyn J. Ramos 2. Leonido A. Pampilo 3. Marylynn B. Bayron 4. Dr. Anita D. Subebe 5. Arvie M. Ompoy, CPA Secretariat: M&E Coordinator Of Labason III District	
6	January 18, 2022 @ 9:00 AM- 3:00 PM	Bobongan ES	Labason II	1. Lilia E. Abello 2. Ervie A. Acaylar 3. Wilson H. Inding 4. Dr. Arcelita B. Zamoras 5. Dr. Sonia Y. Uy Secretariat: M&E Coordinator of Labason II district	
	January 19, 2022 @ 9:00 AM- 3:00 PM	Palandok ES	Bacungan II	1. ASDS Judith V. Romaguera 2. Dr. Leynie Boy G. Bellino 3. Jessie E. Elacan 4. Eunice Janolino 5. Robert I. Poculan III Secretariat: Jed A. Nieves	





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10	January 19, 2022 @ 9:00 AM- 3:00 PM	Kipit Agro-Fishery NHS	Labason I	1. Lilia E. Abello 2. Ervie A. Acaylar 3. Wilson H. Inding 4. Dr. Arcelita B. Zamoras 5. Dr. Sonia Y. Uy Secretariat: M&E Coordinator of Labason I district	
	January 25, 2022 @ 9:00 AM- 3:00 PM	Dofia Natividad Macias IS	Sindangan North II	1. ASDS Judith V. Romaguera 2. Dr. Leynie Boy G. Bellino 3. Jessie E. Elacan 4. Eunice Janolino 5. Robert I. Poculan III Secretariat: Jed A. Nieves	
11	January 25, 2022 @ 9:00 AM- 3:00 PM	Don RG Macias ES	Sindangan North II	1. ASDS Ma. Judelyn J. Ramos 2. Leonido A. Pampilo 3. Marylynn B. Bayron 4. Dr. Anita D. Subebe 5. Arvie M. Ompoy Secretariat: M&E Coordinator of Sindangan North II	
	January 25, 2022 @ 9:00 AM- 3:00 PM	Motibot ES	Sindangan North I	1. Joy E. Letran-Singson, EMD 2. Dr. Evelyn C. Labad 3. Engr. Dave A. Patigayon 4. Giparel B. Elumba 5. Jun Leonard U. Romarate Secretariat : Gekabel M. Velarde	
12	January 28, 2022 @ 9:00 AM- 3:00 PM	Salug NHS	Salug III	1. ASDS Judelyn J. Ramos 2. Ervie A. Acaylar 3. Dr. Anita D. Subebe 4. Jessie E. Elacan 5. Dr. Leonido A. Pampilo Secretariat: Jed A. Nieves	
13	January 28, 2022 @ 9:00 AM- 3:00 PM	Liloy NHS	Liloy II	1. Joy E. Letran-Singson, EMD 2. Dr. Evelyn C. Labad 3. Engr. Dave A. Patigayon 4. Giparel B. Elumba 5. Jun Leonard U. Romarate Secretariat : Gekabel M. Velarde	
NOTE: The PSDS of the district having jurisdiction of the identified school, shall form part of the division evaluation team. He/She shall focus on the area of improvement of learning.					

Prepared by:

WILSON H. INDING
SEPS/SBM Coordinator

Recommending Approval:

JOY E. LETRAN-SINGSON, E.M.D.
SGOD Chief/ Division SBM Focal
05 JAN 2022

APPROVED:

MA. LIZA R. TABILON Ed.D, CESO V
Schools Division Superintendent



School : _____
 District : _____

Division : _____
 Region : _____

Improvement of Learning Outcomes (60%)

SBM LEVEL OF PRACTICE

Thematic Area	Performance Indicators		Rating & Equivalent Points	Computation	Results	
	Percentage of Attendance	Score				
Access 10%	SY 2019-20-		1 – Marginal: 89% and below 2. – Average : At least 90%			
	SY 2020-21-					
	SY 2021-22-					
		Ave.		3 – High - 100%		
	Retention Rate	Score				
	SY 2019-20-					
	SY 2020-21-		2. – Average : At least 90%			
	SY 2021-22-					
		Ave.				
			3 – High - 100%			
	Dropout Rate	Score				
	SY 2019-20-					
SY 2020-21-		2 – Average: 0.01% – 1.99 % dropout rate				
SY 2021-22-						
	Ave.					
		3 – High : Has '0' dropout rate				
Failure Rate	Score					
SY 2019-20-						
SY 2020-21-		2 – Average: 0.01% – 1.99 % failure rate				
SY 2021-22-						
	Ave.					
		3 – High : Has '0' failure rate				
Graduation Rate	Score					
SY 2019-20-						
SY 2020-21-		2. – Average : At least 90%				
SY 2021-22-						
	Ave.					
		3 – High - 100%				
Promotion Rate	Score					
SY 2019-20-						
SY 2020-21-		1 – Marginal: 89% and below				
SY 2021-22-						
	Ave.					
		2. – Average : At least 90%				
Promotion Rate	Score					
SY 2019-20-						
SY 2020-21-		2. – Average : At least 90%				
SY 2021-22-						
	Ave.					

QUALITY 50%	Ave.	Score	3 - High - 100%
	Gen. Weighted Ave. (SF-%)		
	SY 2019-20-		2 - Average: 80% - 89%
	SY 2020-21-		3 - High : 90% - 100%
	SY 2021-22-		
	Ave.		
SUB TOTAL			

Interpretation:

Good _____
 Better _____
 Best _____

Legend:

Numerical Rating Scale	Description
0.50 - 1.49	Good
1.50 - 2.49	Better
2.50 - 3.00	Best

Note : Only schools having a Performance Improvement of "Better" can apply to the Division for SBM Validation

Validated SBM Assessment Scores (40%)

Document Analysis-Observation-Discussion - DOD

SBM Principles	Weight	Cumulative Scores of Validators Per Principle Computation	Results
Leadership	30%		
Curriculum & Learning	30%		
Accountability	25%		
Resource Management	15%		
SUBTOTAL	100%		

Interpretation:

Good _____
 Better _____
 Best _____

Legend:

Numerical Rating Scale	Description
0.50 - 1.49	Good
1.50 - 2.49	Better
2.50 - 3.00	Best

Final Rating

Areas	Weight	Computation	Results
A. Performance Improvement	60%		
B. SBM Assessment Score (DOD)	40%		
TOTAL	100%		

Description of SBM Level of Practice

Interpretation:

Developing (Level I) _____
 Maturing (Level II) _____
 Advanced (Level III) _____

Numerical Rating Scale	Description
0.50 - 1.40	Developing
1.50 - 2.40	Maturing
2.50 - 3.50	Advanced

Prepared by:

 School Principal I

Recommending Approval:

 Division SBM Coordinator

Approved:


MA. LIZA R. TABILON EDD, CESO V
 School Division Superintendent