



Republic of the Philippines
Department of Education
REGION II – CAGAYAN VALLEY
SCHOOLS DIVISION OF TUGUEGARAO CITY

August 15, 2022

DIVISION MEMORANDUM

No. 170, s. 2022

**CONDUCT OF REGIONAL MONITORING AND EVALUATION OF SCHOOL-BASED
MANAGEMENT (SBM) PRACTICES OF LEVEL III IMPLEMENTER IN SDO
TUGUEGARAO CITY**

To : Assistant Schools Division Superintendent
CID and SGOD Chiefs
Public School District Supervisors
Concerned Elementary, Junior and Senior High School Heads
All others concerned

1. The Regional Office, through the Field Technical Assistance Division, shall conduct a Regional Monitoring and Evaluation of School-Based Management (SBM) Practices of Level III Implementing Schools of the Schools Division of Tuguegarao City on September 6-8, 2022.

2. The said activity aims to monitor and evaluate the sustainability of the SBM practices of Level III schools using the Document Analysis, Observation, and Discussion (DOD); and to determine the schools' level of sustainability on their SBM practices using the Regional SBM Contextualized Validation Tool.

3. Expected to be present during the aforementioned activity are School District Supervisors, Division SBM Coordinator, School Heads, School SBM Coordinators, SIP Focal Persons, School Process/Program Owners, Project Team Members, and SPT Members of Schools to be monitored/validated, and are expected to strictly follow the minimum health and safety protocols during the monitoring process.

4. The Regional Monitoring and Evaluation Team shall be composed of the Supervisors from the Field Technical Assistance Division (FTAD) of the Regional Office; some SGOD Supervisors and SBM Coordinators from the different divisions.

5. Below are the schools to be monitored of their SBM practices:

No.	Schools	Date	Time
1.	Gosi National High School	Sept. 6	8:00 – 11:00
2.	Tuguegarao East Central School		11:00 – 2:00
3.	Tuguegarao Northeast Central School		2:00 - 4:00
4.	Tuguegarao City Science High School	Sept. 7	8:00 – 11:00
5.	Tuguegarao North Central School		11:00 – 2:00
6.	Linao National High School		2:00 - 4:00
7.	Pallua Elementary School	Sept. 8	8:00 – 11:00
8.	Cataggaman Elementary School		11:00 – 2:00
9.	Tuguegarao West Central School		2:00 - 4:00



Address: Regional Government Center, Carig Sur, Tuguegarao City, 3500

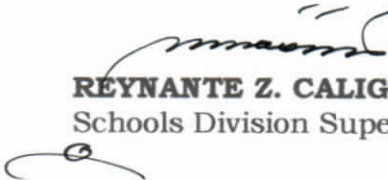
Telephone Nos.: (078) 844-7925; (078) 377-8805

Email Address: tuguegarao@deped.gov.ph

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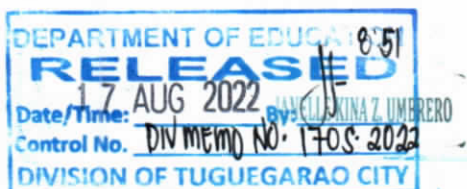
6. All participating schools are expected to ensure that their School Improvement Plans (SIPs) for 2019-2020, 2020-2021, and 2021-2022 are ready, together with the 3 individual Annual Improvement Plans (AIPs) indicating how the 3-year plan was implemented, and the 3 individual School Report Cards.
7. Suggestions for improvement of Operational Plans laid down by the members of the Regional Field Technical Assistance Division (RFTAD) shall have been addressed prior to the scheduled monitoring/revalidation.
8. All interventions or innovations, and other projects, programs, and activities must all be **properly documented and exhibited** in the School's SBM Room during the monitoring.
9. Concerned schools are likewise required to conduct general clean-up drive to ensure the cleanliness of the entire school grounds, and also observe at all times the principles of the 5S.
10. Expenses to be incurred for the conduct of this activity shall be charged to the Division and School MOOE, subject to the usual accounting and auditing rules and regulations.
11. For information, dissemination and strict compliance.


REYNANTE Z. CALIGUIRAN
 Schools Division Superintendent

To be indicated in the Perpetual Index
 Under the following subjects

Communication	Records
Program	Schools

sgod/gmd/enc
 SCOD-8-51



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