



Republic of the Philippines
Department of Education
REGION VIII
SCHOOLS DIVISION OF NORTHERN SAMAR

October 23, 2023

DIVISION MEMORANDUM

No. *301* s. 2023

**UPDATES ON THE CAPACITY BUILDING OF ELEMENTARY AND
SECONDARY SCHOOL HEADS ON THE REVISED SCHOOL-BASED
MANAGEMENT (SBM) FRAMEWORK ASSESSMENT AND TOOL (APAT)**

To: Assistant Schools Division Superintendent
CID and SGOD Chiefs
EPSs/PSDSs/PICs
Public Elementary and Secondary School Heads
All Others Concerned

1. In reference to the attached Division Memorandum No. 251, s. 2023, this Office through the Schools Governance and Operations Division (SGOD) and Schools Management Monitoring and Evaluation (SMME) informs the field on the updates of schedules for the Capacity Building of Elementary and Secondary School Heads on the Revised School-Based Management (SBM) Framework Assessment Tool (APAT), to wit:

PARTICIPANTS	PREVIOUS SCHEDULE	NEW SCHEDULE	VENUE
BATCH 1	September 18-19, 2023	November 7-8, 2023	JS Building, Catarman
BATCH 2	September 20-21, 2023	November 9-10, 2023	JS Building, Catarman
BATCH 3	September 22-23, 2023	November 13-14, 2023	JS Building, Catarman
BATCH 4	September 26-26, 2023	November 15-16, 2023	JS Building, Catarman



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2. All other provisions in the above cited memorandum consistent with this issuance shall remain in force and in effect.
3. Immediate dissemination of and compliance with this Memorandum are desired.



GAUDENCIO C. ALJIBE, JR., PhD, CESO VI
Assistant Schools Division Superintendent
Officer-in-Charge
Schools Division Superintendent

DepEd Northern Samar
RELEASED

By: 128

Date: 10-25-23 8:25



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Republic of the Philippines
Department of Education
REGION VIII
SCHOOLS DIVISION OF NORTHERN SAMAR

August 7, 2023

DIVISION MEMORANDUM

No. 251, s. 2023

**CAPACITY BUILDING OF SECONDARY AND ELEMENTARY SCHOOL HEADS ON
THE REVISED SCHOOL-BASED MANAGEMENT (SBM) FRAMEWORK
ASSESSMENT PROCESS AND TOOL (APAT)**

To: Assistant Schools Division Superintendent
CID and SGOD Chiefs
EPSs/PSDSs/PICs
Unit/Section Heads
Public Elementary and Secondary School Heads
All Others Concerned

1. This Office, through the School Management Monitoring and Evaluation (SMME) section, shall conduct a Capacity Building of Secondary and Elementary School Heads on the Revised SBM Framework Assessment Process and Tool on September 18-19, 2023 (1st batch), September 20-21, 2023 (2nd batch), September 22-23, 2023 (3rd batch), September 25-26, 2023 (4th batch), at the venue to be announced later.
2. The objectives of the said activity are the following:
 - a. acquaint the participants on the revised SBM framework and assessment tool;
 - b. understand the transition from the old to the new assessment tool;
 - c. distinguish the difference between and among levels of practice from level 1 to level 4; and
 - d. know how to document per dimension properly.
3. The participants to this activity are all the secondary and elementary school heads, 46 district heads, and Education Program Supervisors. Please see attached list of participants per batch.
5. This is a live-out activity. Breakfast, AM and PM snacks, and lunch shall be served during the activity.
6. This Memorandum will serve as travel authority of the participants.



7. Expenses incurred during the activities shall be charged against Division/School local funds subject to usual accounting and auditing rules and regulations.
8. Immediate dissemination of and compliance with this Memorandum are desired.


GAUDENCIO C. ALJIBE Jr., PhD, CESO VI
OIC - Schools Division Superintendent

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8/8/23

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Enclosure to Division Memorandum No. 21, s. 2023

List of Participants

1 st Batch		2 nd Batch		3 rd Batch		4 th Batch	
School Heads of the following districts:							
ALLEN I	8	SAN ISIDRO 1I	13	LAOANG V	16	EPSs	11
ALLEN II	10	SAN JOSE	13	LAPINIG	15	PSDSs/PICs	46
BIRI	13	SAN VICENTE	7	LAS NAVAS I	18	CATARMAN I	5
BOBON	19	VICTORIA	18	LAS NAVAS II	22	CATARMAN II	10
CAPUL	14	CATUBIG I	12	LAS NAVAS III	22	CATARMAN III	4
LAVEZARES 1	14	CATUBIG II	12	MAPANAS	16	CATARMAN IV	9
LAVEZARES 1I	13	CATUBIG III	19	PALAPAG I	10	CATARMAN V	14
LOPE DE VEGA	26	GAMAY I	11	PALAPAG II	13	CATARMAN VI	13
MONDRAGON I	10	GAMAY II	15	PALAPAG III	12	SAN ROQUE	17
MONDRAGON II	13	LAOANG I	16	PAMBUJAN I	8	SILVINO LUBOS	21
MONDRAGON III	6	LAOANG II	13	PAMBUJAN II	16		
ROSARIO	13	LAOANG III	15				
SAN ANTONIO	10	LAOANG IV	9				
SAN ISIDRO 1	6						
	175		173		168		150

Program of Activities

Capacity Building of Secondary and Elementary School Heads on the Revised School-Based Management (SBM) Framework Assessment Process and Tool (APAT)

Time/Day	Day 1	Day 2
7:00-8:00	Breakfast	Breakfast
8:00-8:30	Registration of Participants	MOL
8:30-9:00	Opening Program	Session 5: SBM Dimension 4- Finance Resource Management & Mobilization (FRMM)
9:00-10:00	Session 0: Introduction-SBM Framework	
10:00-11:00	Session 1: Part 1- Performance Improvement (PI)	Session 6: SBM Dimension 5- Curriculum & Instruction
11:00-12:00	Session 2: SBM Dimension 1- Leadership	
12:00-1:00		
1:00-1:30	Open Forum	Open Forum
1:30-3:00	Session 3: SBM Dimension 2- Governance & Accountability	Session 7: SBM Dimension 6- Learning Environment (LE)
3:00-4:30	Session 4: SBM Dimension 3- Human Resource & Team Development (HRTD)	Ways forward: Echo to the school SBM Coordinators and members of the 6 SBM dimensions, conduct self-assessment and submit for division office validation
4:30-5:00	Open Forum	Closing Program
Officer of the Day	Sheryl Ann Calimlim <i>SMME Staff</i>	Reynel Ignacio <i>SMME EPS II</i>

Prepared:


MERLITA B. FAJARDO
SEPS, SMME

Recommending Approval:


NOE M. HERMOSILLA
Chief, SGOD

Approved:


GAUDENCIO C. ALJIBE JR., PhD, CESO VI 8/8/23
Schools Division Superintendent