



Republic of the Philippines
Department of Education
Region XI
SCHOOLS DIVISION OF DIGOS CITY
Digos City



DIVISION MEMORANDUM

No. 223, s. 2017

TO :

Division SBM Task Force

SGOD Chief-
SBM Coordinator
Member-

Mr. Emmanuel P. Hugo
Mrs. Evangeline A. Hernan
Mrs. Ida Juezan

Division M&E Unit

SEPS-
EPS-

Mr. Albert S. Espino
Mrs. Maria C. Jadloc

District SBM Coordinators

Digos Occidental District-
Digos Oriental District-
Mt. Apo-

Mr. Julieta Trazo
Mrs. Antonia Jumawan
Mr. Aldin Barsalote

Cluster SBM Focal Persons

Digos Occidental District-

Mr. Jonathan Rellon
Mr. Marilyn T. Salboro
Mrs. Jessica Lucero
Mr. Edbert Real

Digos Oriental District-

Mr. Neil D. Bongcayao
Mr. Erlito T. Damo
Mr. Angelito C. Villagonzalo
Mr. Eugene C. Sayson

Mt. Apo-

Mr. Dann D. Becamon
Mrs. Ina D. Nacua
Mrs. Elizabeth R. Bueron

Non-clustered Schools-

Datu Roger A. Manapol

Thru: Public Schools District Supervisors

FROM :

DEE D. SILVA, DPA, CESO VI
Schools Division Superintendent

SUBJECT :

Regular Conference of District SBM Coordinators and Cluster SBM Focal Persons with the Division SBM Task Force

DATE :

April 3, 2017

1. In order to effectively render technical assistance and to gather feedback and updates on the implementation of SBM in schools, there will be a Half-Day Regular Conference of the Division SBM Core Group comprising the Division SBM Task Force, District SBM Coordinators and Cluster SBM Focal Persons tomorrow, April 4, 2017 at the Digos City Division Conference Room. The Division M&E Unit Personnel are likewise directed to attend the conference to discuss the relevance of Monitoring and Evaluation to school operations and governance.
2. Travel expenses of the participants and the registration fee of Eighty-Five Pesos (PhP 85.00) per head which covers the participants' snacks shall be chargeable against school MOOE/local funds for the School Heads and against the Division MOOE/INSET for the Division Personnel subject to the usual accounting and auditing rules and regulations.
3. The conference will start at 1:00 PM. All participants are expected to be at the venue on time.
4. Attached is a copy of the Conference Matrix.
5. For guidance and compliance.

DepEd Schools Division Office

RELEASED
3580

APR 03 2017 TIME 1:20

90. f

CONFERENCE MATRIX

Venue: DepEd Digos City Conference Hall
 Date : April 4, 2017 (PM)

Time	Activity/Topic	Person Responsible
1:00-1:15	Arrival/Registration	
1:15-1:30	Prefatory Activities Prayer- Welcome Message & Rationale Message- Superintendent	Mr. Julieta Trazo District SBM Coordinator Mr. Emmanuel P. Hugo SGOD Chief Dee D. Silva, DPA, CESO VI Schools Division
1:30-2:45	Gathering of feedback, Sharing of best practices/insights, Clearing of gray areas on the preparation of AIP, APP, and PPMP	Mrs. Ida I. Juezan PSDS, SBM TF Member
2:45-3:00	Coffee Break	
3:00-4:15	Review on the School Improvement Planning Process	Mrs. Evangeline A. Hernan EPS, SBM Coordinator
4:15-4:45	M & E: Its Relevance to School Operations and Governance	Mr. Albert Espino SEPS, M&E Mrs. Maria Jadloc EPS, M&E
4:45-5:00	Closure Distribution of Certificates Closing Prayer-	Mrs. Antonia S. Jumawan District SBM Coordinator