



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



DIVISION MEMORANDUM
 No. 1153, s. 2019

December 8, 2019

**ATTENDANCE TO REGIONAL ROLLING CONFERENCE
 PROJECT "PAKIGHINABI"**

To: CID and SGOD Chiefs
 Education Program Supervisors
 Public Schools District Supervisors
 Elementary and Secondary School Heads Concerned
 DICNHS Department Heads Concerned
 All Other Division Personnel Concerned

1. In pursuance to an unnumbered Regional Memorandum dated October 21, 2019, re: Regional Rolling Conference - Project Pakighinabi", this Office informs all concerned Division personnel and schools that its final conduct is on January 23, 2020, with the following activities:

TIME	ACTIVITY	Venue
8:00 – 8:30	Opening Program	Megan's Function Hall
8:30 – 12:00 <i>(inclusive of travel time to identified schools and SDO)</i>	Monitoring and Evaluation and Provision of Technical Assistance a. School Visit and Class Observation b. SDO Offices/Units	In selected schools stipulated below Division Office
12:00 – 1:00	Lunch Break	Megan's Function Hall
1:00 – 5:00	Plenary Reporting of Observations, Findings and Recommendations	Megan's Function Hall

2. The participants in said Regional Rolling Conference are as follows:

Regional Office Personnel
Schools Division Superintendent
Asst. Schools Division Superintendent
CID and SGOD Chiefs
Education Program Supervisors
Public Schools District Supervisors
SGOD: Research SEPS, Planning Officer, SMME & EPS II, DRRM-PDO II, YFP-PDO II, Dentist II, Engineer III, GC II, HRD-SEPS, HRD-EPS II, SocMob-SEPS
Admin: AO V, HRMO, Supply Officer, Cashier, Records Officer
Accountant III, Budget Officer, ICTO, Lawyer

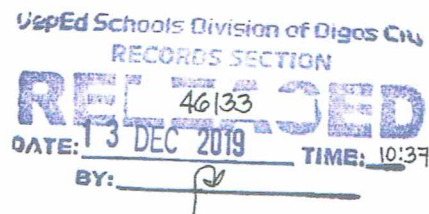
3. All Program Holders and Unit Heads concerned are reminded to prepare the Action Plan, Program Profile, and Progress Report on Targets and Accomplishments for the aforementioned "Project Pakighinabi".
4. The schools to be visited for class observations are the following:

Team No.	Regional Personnel	Division Personnel	Schools to Visit	Learning Area
1	Analiza C. Almazan Danilo Canda	Maryglor Tabanao Cherry Rossette Oliva Arlene Barba	R. Magsaysay CES	Kindergarten & Other Learning Area
2	Maria Liza Berandoy Nelma Lyn Barnija	Luzminda Jasmin Patriotiso Peñas	Don Mariano Marcos ES	Science & Other Learning Area
3	Danilo Dohinog Alfeo Ingay	Imelda Cardines Jessica Lucero	P. Basalan ES	Araling Panlipunan

Team No.	Regional Personnel	Division Personnel	Schools to Visit	Learning Area
4	Jeselyn dela Cuesta Jenielito Atillo	Ferna Renira Alde Ely Cataluña	San Miguel ES	MAPEH & English
5	Ma. Cielo Estrada Maflor Dingal	Roniyn Nieves Helen Casimiro	Matti NHS	EsP & Other Learning Area
6	Pedelina Huevos Maricel Langahid	Tito Endrina Vicente Laburada	Igpit NHS	TLE & Other Learning Area
7	Renato Pacpakin Ronnie Mercado	Mary Joy Fortun Zenaida G. Guya	Digos City CES	Math
8	Mary Jean Mejorada	Joan Niones Ida Juezan	DICNHS	Filipino

- There would be two (2) sets of class observation to be done in each school to be visited.
 - For the said two (2) sets of class observation, it is expected that one class will be observed by the School Head, and the other one by a Master Teacher identified/assigned by the School Head. Both shall be processed by the Education Program Supervisors/District Supervisors assigned.
5. The supervisors assigned shall take care of the ride of their respective Team.
 6. Travel expenses of participants shall be charged to local funds subject to the usual accounting and auditing rules and regulations.
 7. For guidance and compliance.


CRISTY C. EPE, CESE
 Schools Division Superintendent



Encls: NONE
 References: Regional Memorandum dated October 21, 2019
 To be indicated in the Perpetual Index under the following subjects:
 Governance Regional Rolling Conference
 BSD: Attendance to Regional Rolling conference: Project Pakighinabi
 Dec. 8, 2019



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DEPARTMENT OF EDUCATION
REGION XI
 Davao City



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MEMORANDUM

To : OIC-Assistant Regional Director
 Schools Division Superintendents
 Chiefs, Functional Divisions

Subject: **REGIONAL ROLLING CONFERENCE:
 PROJECT "PAKIGHINABI"**

Date : October 21, 2019

DepEd Schools Division Office of Digos City
 REGIONAL OFFICE



DATE NOV 08 2019

BY:

46133

TIME: 4:32M

In pursuance to the realization of the mandates and strategic objectives of the Department of Education Regional Office XI in terms of management, technical assistance and monitoring and evaluation of the eleven (11) Schools Division Offices (SDOs), the Curriculum and Learning Management Division (CLMD) together with the rest of the functional divisions of DepEd Regional Office XI will conduct series of rolling conferences entitled Project "PAKIGHINABI" (Participatory Actions of Key Players for Inclusive Growth through Holistic Interfacing, Nurturing Assessments and Best Innovations) to the SDOs.

The Project PAKIGHINABI will help the Regional Office key Officials to :

- motivate the SDO education leaders to bring about good governance;
- work cohesively with the SDO supervisors and school heads;
- expedite report system on utilization of funds and other deliverables;
- determine bottlenecks and address gaps/ barriers that interfere good performance;
- gain inputs from the field and encourage workable resolutions to problems emerging in the school and division levels;
- put balance to decisions and policies; and
- celebrate and reward best practices.

Below is the schedule of the rolling conference per division:

DATE	DIVISION
November 25, 2019	Davao City
November 26, 2019	Davao Oriental
December 2, 2019	Mati City
December 3, 2019	Digos City
December 4, 2019	Davao del Sur
December 5, 2019	ComVal
December 6, 2019	Tagum City
December 9, 2019	Davao del Norte
December 10, 2019	Panabo City
December 11, 2019	IGACOS
December 12, 2019	Davao Occidental

Empowerment Adaptability Goal-oriented Leadership Excellence

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The Regional team of participants for the Project PAKIGHINABI are as follows:

- | | | |
|-----------------------------------|---|-----------------------------|
| A. Evelyn R. Fetalvero, CESO IV | - | Regional Director |
| B. Maria Ines C. Asuncion, CESO V | - | Assistant Regional Director |
| C. Chiefs, Functional Divisions | - | 8 |
| D. Education Program Supervisors | | |
| a. CLMD | - | 11 |
| b. QAD | - | 5 |
| c. FTAD | - | 2 |
| d. HRDD | - | 1 |
| E. Heads of Sections and Units | - | 6 |
| F. Documenters | | |
| a. Karlo Esmeralda | | |
| b. Pochoio Hernandez | | |
| c. Mary Ann Acosta | | |
| d. Marjorie Ann Juverillo | | |
| e. Ma. Perpetua G. Batibut | | |
| f. Annaluna Gamio | | |
| G. Drivers | | |
| a. Allan Mohinog | | |
| b. Rolando Cose | | |
| c. Ernesto Prospero Jr. | | |
| d. Cirilo Putoi | | |
| e. Lee Lambojon | | |

All details of the rolling conference are attached hereto for reference.

Food, travel and other incidental expenses of the regional personnel shall be charged to CLMD funds while participants from the STOS will charge the same to their respective local funds, all subject to the usual government accounting and auditing rules and regulations.


Immediate dissemination of this Memorandum is required.

DEPARTMENT OF ED
 RECORDS SEC
RELEASED

By: _____
 Date: 11-8-19 Time: 10:11

Enclosed: As stated.

ROC16/mamj


EVELYN R. FETALVERO, CESO IV
 Assistant Regional Director
 Office-In-Charge
 Office of the Regional Director

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REGIONAL ROLLING CONFERENCES: PROJECT PAKIGHINABI

Introduction :

Monitoring and evaluation (M and E) and provision of technical assistance (TA) are critical mechanisms in ensuring effective and efficient delivery of basic education services and implementation of the K to 12 Basic Education Curriculum. As a background, DepED Regional Office key officials have been carrying out the mandate of the Regional Office in various ways and have accomplished various M and E and TA means through the different strategies performed by the functional divisions. In this manner, not all M and E and TA undertakings were properly documented, reported and acted. Likewise, it is costly as different functional divisions / sections/ units are doing the M and E and TA sporadically to SDOs. It is on this premise that the Rolling Conference : The Project PAKIGHINABI (Participatory Actions of Key Players for Inclusive Growth through Holistic Interfacing, Nurturing Assessments and Best Innovations) is designed.

The PAKIGHINABI (or casual conversation) will serve as precursor in the realization of the mandates and strategic objectives of the DepED RO XI in terms of management, technical assistance and monitoring and evaluation of the eleven (11) Schools Division Offices (SDOs).

On the other hand, PAKIGHINABI hopes to generate good results through the involvement of entire key players from the Regional and Division Offices. To make the said intention more efficient, effective, cohesive, structured and collaborative, the DepED directorate XI will set specific terms of reference of all concerned personnel.

The results of the PAKIGHINABI will serve as basis for strong commitment on effecting changes and harvesting best practices. The changes that are to be in place may only become real when follow up and follow through be done by the people involved and for productive inputs during the Regional Management Committee (Mancom) Meeting.

Objectives :

The Project PAKIGHINABI will help the Regional Office key Officials to :

- a. motivate the SDO education leaders to bring about good governance;
- b. work cohesively with the SDO supervisors and school heads;
- c. expedite report system on utilization of funds and other deliverables;
- d. determine bottlenecks and address gaps/ barriers that interfere good performance;
- e. gain inputs from the field and encourage workable resolutions to problems emerging in the school and division levels;
- f. put balance to decisions and policies; and
- g. celebrate and reward best practices.

Schedule :

The Project PAKIGHINABI will be done once in a quarter per SDO. It will commence based on the schedule of the rolling conference per division:

DATE	DIVISION
November 25, 2019	Davao City
November 26, 2019	Davao Oriental
December 2, 2019	Mati City

December 3, 2019	Digos City
December 4, 2019	Davao del Sur
December 5, 2019	ComVal
December 6, 2019	Tagum City
December 9, 2019	Davao del Norte
December 10, 2019	Panabo City
December 11, 2019	IGACOS
December 12, 2019	Davao Occidental

Participants :

The Project PAKIGHINABI will involve all key players from both the Regional and Division Offices :

The Regional Office XI team of participants for the Project PAKIGHINABI are as follows:

Evelyn R. Fetalvero, CESO IV - Regional Director
 Maria Ines C. Asuncion, CESO V - Assistant Regional Director

Chiefs, Functional Divisions:

Roy T. Enriquez, EdD - Admin
 Janette G. Veloso, EdD - CLMD
 Mary Jeanne Aldegucr - FTAD
 Isidra B. Despi - QAD
 Warlito E. Hua - ESSD
 Angelito M. Enrile - BFD
 Marilyn B. Madrazo - PPRD
 Lorna B. Mapinogos - HRDD

Education Program Supervisors:

Analiza C. Almazan - CLMD
 Maria Liza I. Berandoy - CLMD
 Danilo R. Dohinog - CLMD
 Jeselyn B. Dela Cuesta - CLMD
 Ma. Cielo D. Estrada - CLMD
 Pedelina O. Huevos - CLMD
 Maricel S. Langahid - CLMD
 Mary Jane M. Mejorada - CLMD
 Renato N. Pacpakin - CLMD
 Manuel P. Vallejo - CLMD
 George N. Wong - CLMD
 Jenielito Atillo - QAD
 Brenda Belonio - QAD
 Isidora C. Cermino - QAD
 Maflor J. Dingal - QAD
 Alfeo B. Ingay - QAD
 Nelma Lyn R. Barnija - FTAD
 Ronnie S. Mercado - FTAD
 Danilo Canda - HRDD

Heads of Sections and Units/ Other monitors:

Ma. Gemima V. Galang	-	PAU
Ricardo C. Guinto	-	ICTU
Sylvia Guererro	-	Records
Alex C. Paredes	-	Asset
Janice T. Gamalong	-	Personnel
Barbara Calubayan	-	GSU
Maria Sheelah Balbas	-	Legal

Documenters/ Secretariat

Ma. Perpetua G. Batinut	-	ORD
Karlo Esmeralda	-	ICTU
Pocholo Hernandez	-	ICTU
Mary Ann Acosta	-	LRMS
Marjorie Ann Juverillo	-	CLMD
Annaluna Ganto	-	ORD

Drivers:

- a. Allan Mohinog
- b. Rolando Cose
- c. Ernesto Prospero Jr.
- d. Cirilo Putol
- e. Lee Lambojon

The Schools Division Offices' team of participants for the Project PAKIGHINABI are as follows:

Schools Division Superintendent - *SDS CRISTY C. EPE, CESE*
Assistant Schools Division Superintendent - *ASDS MELANIE P. ESTACIO, PAD*
Chief, Curriculum and Instruction Division - *DR. BEVERLY S. DAUSDALE, EPD*
Chief, School Governance and Operations Division - *SOLLIE B. OLIVER*
Heads of Sections and Units - *ASSTANT SECRETARIES*
All Education Program Supervisors - *EPSS*
All PSDS of schools to be visited - *PSDS CONCERNED*

Methodology :

A. Plenary Session (8:00 - 9:00 a.m.)

The plenary session will be a formal introduction and orientation on the Project PAKIGHINABI. This will be done in a short program which will have the following parts :

Prefatories

Welcome Message (from the host division)

Introduction of Participants (from the host division and from the RO XI)

Message (from the RO XI)

Orientation Details (from the RO XI)

Monitoring and Evaluation and Technical Assistance (9:00 a.m. – 2:00 p.m.)

Personnel / Team	Target Offices	Terms of Reference
RD and ARD with SDS and ASDS	Any Unit/Section/Office in the Division Office or visit any school	
Roy T. Enriquez	HRMO, Personnel Section	Monitor, evaluate, get data and harvest best practices that are related under each Functional Division(FD)
Janette G. Veloso	CID Office (Education PAPs, K to 12 Basic Education Program, Special Curricular Programs and flagship program Project EAGLE Proficiency level by learning area (per quarter)	
Mary Jeanne B. Aldeguer	SGOD, SBM Coordinator, DFACT Coordinator	
Isidra B. Despi	SGOD, Private Schools Incharge, QATAME, ESC grantees, M and E Tools etc.	
Warlito E. Hua	SGOD, School Feeding, Classroom Constructions/Repair, WINS, Deworming, DRRM, Adopt – a-School Program, etc.	
Angelito M. Enrile	Budget and Finance Office MOOE, etc.	
Marilyn B. Madrazo	Planning Office (data on KPIs, RBEP/ DBEDP, etc.)	
Lorna F. Mapinogos	Personnel, HRTD and Division INSET	
Annaliza C. Almazan Danilo Canda With CID EPS incharge of Kindergarten	Visit 2 elementary schools (Kindergarten Classes)	
Maria Liza I Berandoy Nelma Lyn R. Barnija with CID EPS Incharge of Science	Visit 2 schools (Elem. And Sec. Classes)	
Danilo R. Dohinog Alfeo B. Ingay with CID EPS Incharge of Araling Panlipunan	Visit 2 schools (Elem. And Sec. Classes)	
Jeselyn B. Dela Cuesta Janielito S. Atillo with CID EPS Incharge of MAPEH	Visit 2 schools (Elem. And Sec. Classes)	
Ma. Cielo D. Estrada Maflor J. Dingal with CID EPS Incharge of EsP	Visit 2 schools (Elem. And Sec. Classes)	
Pedelina O. Huevos Maricel S. Langahid with CID EPS Incharge of EPP/TLE	Visit 2 schools (Elem. And Sec. Classes)	
Mary Jean M. Mejorada with CID EPS Incharge of Filipino	Visit 2 schools (Elem. And Sec. Classes)	
Renato N. Pacpakin Ronnie S. Mercado	Visit 2 schools (Elem. And Sec. Classes)	

- All EPS will visit schools and conduct observation of classes, spot test and harvest school best practices. Schools will be identified by the Team Leaders (Chief, CLMD and Chief, CID)
- SDOs are to provide vehicles for the school visits that will be used by each team of monitors



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C. The team of monitors will be back to the Division Office for the plenary reporting of observations, findings and recommendations at 3:30 p.m. – 5:00 p.m.

Reporters :

1. Chiefs, Regional Office
2. School Monitors (1 representative per learning area)
3. Wrap up by the documenters
 - Agreements will be summarized and documented as these will be the subject of the next round of the PAKIGHINABI
4. Close Messages
 RD / ARD
 Host SDS / ASDS

D. Ways forward

It is hoped that the Project PAKIGHINABI will serve as reference to understand better the unique and emerging issues and concerns of the schools and the SDOs vis-à-vis the best interventions, approaches and practices in the implementation of the PPAs and K to 12 Basic Education Program.

The results also will serve as reference for the next cycle of the PAKIGHINABI and for the planners / education leaders to ensure that all gaps and bottlenecks are addressed by the concerned key players from the Regional, Division and School levels.

Prepared By:

JANETTE G. VELOSO
 Chief, CLMD

Recommending Approval :

MARIA INES C. ASUNCION, CESO V
 Schools Division Superintendent
 Officer-In-Charge
 Office of the Assistant Regional Director

APPROVED:

EVELYN R. FETALVERO, CESO IV
 Assistant Regional Director
 Officer-In-Charge
 Office of the Regional Director

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