



Republic of the Philippines
Department of Education
REGION XI
SCHOOLS DIVISION OF DIGOS CITY

OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT

May 20, 2022

DIVISION MEMORANDUM
No. 321, s. 2022

**SCHEDULE OF THE DIVISION SBM VALIDATION ACTIVITIES
FOR THE THIRD QUARTER OF CALENDAR YEAR 2022**

To: BEVERLY S. DAUGDAUG, Ed D
Chief- CID

SOLLIE B. OLIVER, JD, MATE
Chief- SGOD

All Public Schools District Supervisors

All Public Elementary and Secondary School Heads

All Other Concerned Personnel

1. In line with the component program of the Division SBM implementation tagged as Speed Up to Level Up, the Division Validation Team is hereby directed to conduct validation of the school's SBM level of practice employing the D-O-D (Document Analysis, Observation, Discussion) process on the date specified below:
2. The validation schedule for the Third Quarter of Calendar Year 2022 is as follows:

School	District	Schedule
Dawis ES	Digos Oriental	July 5, 2022
Cogon ES	Digos Oriental	July 6, 2022
Igpit NHS	Secondary School	August 2, 2022
Kapatagan NHS	Secondary School	August 3, 2022
Federico Alferez ES	Digos Occidental	August 5, 2022
Dulangan ES	Digos Occidental	August 9, 2022
Soong NHS	Secondary School	August 16, 2022
Matti NHS	Secondary School	August 17, 2022
Bagumbuhay ES	Digos South	September 1, 2022
Lungag ES	Digos South	September 16, 2022
Rizal CES	Mt. Apo	September 28, 2022

3. The validation for the schools not included in the aforementioned schedule shall be communicated to the field in August 2022.



4. The Division Validation Team is composed of the following:

Chair : Sollie B. Oliver, JD, MATE
SGOD Chief

Vice Chair : Cherrie Anne B. Bohol
Education Program Supervisor

Members:

1. Eleser D. Mateo
Senior Education Program Specialist, SM & E
2. Reyzen Monserate
Education Program Specialist II, DRRM
3. Julie Anne Posadas-Ampa
Project Development Officer I, YFP
4. Public Schools District Supervisors of the School to be validated

5. As stipulated in Division Memorandum # 202, series 2021 and reiterated in Division Memorandum # 88 & # 186, s. 2022, the validation process shall be done in three (3) phases:

a. Prefatory/Opening Program; b. Validation Proper; and c. Exit Conference/Closing Program

A. Prefatory/Opening Program (at most 20 minutes)

1. The School SBM Coordinator introduces the Division Validation Team.
2. The Division SBM TWG Focal Person/Alternate orients the school on the validation process and the purpose of validation.
3. The school head presents the current status of the school highlighting its best practices and initiatives in addressing challenges or gaps brought about by the pandemic through PowerPoint or video presentation for at most 10 minutes. The presentation shall also include why the school has been selected by the district supervisors to be validated.
4. The Division SBM Validation Team may ask clarificatory questions, if any.
5. The Division SBM Validation Team does the grouping of members according to the SBM Principles (Leadership and Management; Curriculum and Instruction; Accountability and Continuous Improvement; Management of Resources) which comprises the 40%; and another group to validate the 60% Improvement of Learning Outcomes.

B. Validation Proper (at most 3 hours)

The Division SBM Validation Team:

1. conducts Document Analysis, Observation and Discussion (DO-D) per SBM Principle
2. conducts process observation to gather process evidence in order to validate documented evidence
3. discusses document and process evidence; clarifies issues, problems, and opportunities; assigns scores per indicator
4. decides on recommendations to be given, either for certification or revalidation



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C. Exit Conference/Closing Program (at most 1 hour) The Division Validation Team:

1. presents the findings of validation
2. provides congratulatory remarks for the strengths and encouraging comments for each identified gap
3. declares the overall results of the validation as well as the recommendation on either for certification or revalidation
6. Travelling and other incidental expenses relative to the compliance of this division memorandum shall be charged against local funds subject to the usual accounting and auditing rules and regulations.
7. For dissemination, guidance and compliance.



CRISTY C. EPE
Schools Division Superintendent



DepEd Schools Division of Digos City
RECORDS SECTION

RELEASED
22-85278

DATE: MAY 25, 2022 TIME: 10:12 am

BY: 



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