



February 8, 2019

REGIONAL MEMORANDUM

No. 067, s. 2019



ASSESSMENT OF THE SCHOOL-BASED MANAGEMENT PRACTICES IN CY 2019

TO: SCHOOLS DIVISION SUPERINTENDENTS

This Region

1. School-based management (SBM) is a strategy to improve education by transferring significant decision-making authority from the Central Office to the individual schools. It provides principals, teachers, students, and parents greater authority, responsibility and accountability over the education process by giving them responsibility for decisions about the budget, personnel, and the curriculum.
2. Through the active involvement of teachers, parents, community members and other stakeholders in these key decisions DepEd Caraga Region was able to recognize a total of twenty-six (26) schools whose practices are in "Advanced" Level.
3. As we embrace this notable accomplishment, the field is hereby informed of the schedule and guidelines in assessing SBM Practices for CY 2019. To wit,

Dates	Activities	In-charge
February-April, 2019	Provision of Technical Assistance	Regional/Division SBM Coordinating Teams
April-May, 2019	Follow Up Visit to SBM Level 3 Schools	Regional Field Technical Assistance Team
May 2019	Finalization of Documents	Schools
June 3-7, 2019	Submission of Letter of Intent of schools to the Division	Schools and SDOs
June 10-14, 2019	Submission of Endorsement Letters by the Divisions to the Regional Office c/o FTAD	SDOs
June 17-21, 2019	Finalization of the schedule of the Validation	FTAD
June 24 - September 2019	Document Analysis, Observation and Discussion (D-O-D)	Regional SBM Coordinating Team
October 1-4, 2019	Deliberation of Results	Regional SBM Coordinating Team
October 7-11, 2019	Finalization and Issuance of Results	Regional SBM Coordinating Team

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1/28/2019





October 25, 2019	Recognition of SBM Level	Regional SBM Coordinating Team
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4. Only schools with letter of intent duly endorsed by the Schools Division Superintendents shall be validated. Validation shall cover Document Analysis, Observation and Discussion (D-O-D).
5. The Validation Process shall be managed by the Regional SBM Coordinating Team which shall be composed of the different personnel from the Regional Office.
6. All schools recognized as Level 2 practitioners in CY 2018 are encouraged to apply for re-validation.
7. Only schools with a rating of **Advanced Level** in the **Performance Indicators (PI)** e.g. Access and Quality shall be endorsed to undergo the D-O-D Process. Hence, a hard copy of the SBM Validation Tool shall be attached to the letter of intent duly signed by the school head, District Supervisor and Schools Division Superintendent.
8. This Office will no longer accept letter of invitation and endorsements beyond the deadline.
9. For compliance.

FRANCIS CESAR B. BRINGAS, CESO V
OIC – Regional Director

Reference: None

To be indicated in the perpetual index under the following subjects:

SBM Assessment

Recognition

FTAD/apm
1/28/2019

