



Department of Education  
Region III  
**DIVISION OF CITY SCHOOLS**  
Angeles City

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**RELEASED**

JUN 16 2017



DepEd Angeles City  
Division of City Schools

June 14, 2017

**DIVISION MEMORANDUM**

No. **197** S. 2017

**SEMINAR-WORKSHOP ON RETOOLING MECHANISM FOR SBM-PASBE**

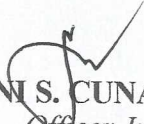
TO: **Office of the Assistant Schools Division Superintendent**  
**Curriculum Implementation Division**  
**School Governance and Operations Division**

1. Pursuant to RA 9155 and DepEd Order no. 83, s.2012, the Division Office will conduct a Seminar-Workshop on Retooling Mechanism for SBM-PASBE among School Heads and SBM Committees on June 23 and 30, 2017 from 8:00 a.m. to 12:00 noon at the Gabaldon Bldg., Angeles City.
2. The activity is anchored on the following objectives:
  - a. To discuss the essential principles and elements of the revised SBM Assessment Process and Tool (APAT);
  - b. To familiarize with the SBM Scoring Matrix accurately and the proper conduct of the Document Analysis-Observation-Discussion (DOD) process; and
  - c. To acquire deep sense of understanding and appreciation on the importance of integrating ACCEs philosophy within the Quality Assurance & Accountability System of the Schools vis-à-vis SBM Assessment.
3. Participants to this seminar-workshop are grouped and scheduled as follows:

Persons Involved	Time	Date
School Heads	8:00 a.m. to 5:00 p.m.	June 23, 2017
SBM Coordinators		
In-charge of Principle 1	8:00 a.m. to 12:00 noon	June 30, 2017
In-charge of Principle 2		
In-charge of Principle 3	1:00 p.m. to 5:00 p.m.	
In-charge of Principle 4		

4. A registration fee of Php1,200.00 will be collected from each school to defray the expenses for food which will be charged against the school MOOE funds subject to the usual accounting and auditing rules and regulations.

5. Enclosed is the matrix of the said activity.
6. Wide dissemination of and strict compliance to this Memorandum is earnestly desired.

  
**LEILANI S. CUNANAN, CESO VI**  
*Officer-In-Charge*  
*Office of the Schools Division Superintendent*

SGOD-SMM&E



# MATRIX OF THE SEMINAR-WORKSHOP ON RETOOLING MECHANISM FOR SBM-PASBE

Date	Time		No. of Minutes	Contents
Day 1 (June 23, 2017)	8:00	8:30	30 minutes	• Registration
	8:30	9:00	30 minutes	• Opening Prayer • Energizer • Introduction of the Resource Speaker
	9:00	10:00	1 hour	Session 1 • Strengthening the Practice of School-Based Management (SBM)
	10:00	10:15	15 minutes	AM Break
	10:15	11:15	1 hour	Session 2 • Revised SBM Framework & Assessment Process and Tool (APAT)
	11:15	12:00	45 minutes	Session 3 • Schools' Performance Indicators (PIs)
	12:00	1:00	1 hour	LUNCH
	1:00	2:30	1 ½ hours	• Revised SBM Assessment Tool
	2:30	2:45	15 minutes	PM Break
	2:45	4:00	1 hour and 15 minutes	• D-O-D Process
	4:00	5:00	1 hour	• Presentation of SY2016-2017 SBM Ratings and Awarding of SBM Best Implementing Schools
	8:00	8:30	30 minutes	• Registration
	8:30	9:00	30 minutes	• Opening Prayer • Energizer • Introduction of the Resource Speaker
	9:00	10:00	1 hour	Session 1 • Revised SBM Assessment Tool (Principles 1 and 2)
	10:00	10:15	15 minutes	• AM Break
Day 2 (June 30, 2017)	10:15	12:00	1 hour and 45 minutes	Session 2 • Simulation (Principles 1 and 2)
	12:00	1:00	1 hour	LUNCH
	1:00	1:30	30 minutes	• Registration
	1:30	2:00	30 minutes	• Opening Prayer • Energizer • Introduction of the Resource Speaker
	2:00	3:00	1 hour	Session 1 • Revised SBM Assessment Tool (Principles 3 and 4)
	3:00	3:15	15 minutes	• PM Break
	3:15	5:00	1 hour and 45 minutes	Session 2 • Simulation (Principles 3 and 4)