



Republic of the Philippines
Department of Education
Region X

LANAO DEL NORTE DIVISION

Gov. A. Quibranza Prov'l. Gov't. Compound
Pigcarangan, Tubod, Lanao del Norte



DIVISION MEMORANDUM

No. 387 s. 2016

To: **SGOD Chief Education Program Supervisor**
SGOD Education Program Supervisor
Senior Education Program Specialist
Education Program Specialist II
Planning Officer
Division Engineer
Elementary & Secondary School Heads of STS Grant Recipient
This Division

From: **EMMALINDA E. DUHAYLUNGSOD, CESO V**
Schools Division Superintendent

Subject: **STS YEAR- END CONFERENCE AND SUBMISSION OF REPORTS**

Date: Dec. 22, 2016

1. The School to School Partnership Recipient Schools both Partner and Leader are hereby informed that there will be year-end conference on December 28 – 29, 2016 at Bacolod Central School and Kapatagan National High School.
2. School Heads are directed to bring/submit the following documents/reports:
 - a. File copy of submitted STS Liquidation Report
 - b. Certification of STS Funds fully liquidated
 - c. Accomplishment Report (use template provided in Annex 11 DO 44, s.2016)
 - d. Presentation of Project Accomplishment Report (as required by the regional office)
 - e. STS Completion Report (see the attach outline)
 - f. Results & Supporting Documents for SBM Level of Practice for both Partner & Leader Schools (see the attach SBM Assessment Validation Form)
3. Enclosed is the list of STS Monitoring Team with the corresponding assigned schools.
4. Immediate dissemination and compliance with this Memorandum is enjoined



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STS YEAR-END CONFERENCE & SUBMISSION OF REPORTS

December 28, 2016 – Bacolod Central Elementary School

December 29, 2016 – Kapatagan National High school

STS MONITORING TEAM

EMMALINDA E. DUHAYLUNGSOD, CESO V
Schools Division Superintendent

EDWIN R. MARIBOJOC
Assistant Schools Division Superintendent

MARIA CARMELA T. ABLIN
Chief EPS -SGOD

TEAM 1

RASMILA COSAIN
SEPS

DANIEL DE LUNA
EPS II

TEAM 3

IVY T. JUMAWAN
SEPS

LADY ANN L. CABAUG
EPS II

TEAM 2

ARLENE D. MANGINSAY
EPS - SGOD

JOY MUGOT
PDO

TEAM 4

RITCHELL TURA
SEPS

JENNIFER INTONG
EPS II

TEAM 5

ERL C. VILLAGONZALO
SEPS

FRANCISCA J. MUGOT
Planning Officer III

NOR-JANAH MACASIMPAN
Engineer II

STS MONITORING TEAM & LIST OF SCHOOL HEADS BOTH PARTNER & LEADER SCHOOLS

DECEMBER 28, 2016

BACOLOD CENTRAL ELEMENTARY SCHOOL

LEADER SCHOOLS				PARTNER SCHOOLS				STS MONITORING
SCHOOL ID	DISTRICT	SCHOOL NAME	PRINCIPAL	SCHOOL ID	DISTRICT	SCHOOL NAME	PRINCIPAL	
1	126939	Bacolod CES	VISCAYA, JOSEPHINE V.	1	126940	Bacolod	GONESTO, ELVIR S.	TEAM 1
2	126941	Esperanza ES	CRISOL, CLARIBEL G.	2	126945	Bacolod	ALQUILITA, AIDA M.	
3	126942	Felisa Santos ES	BATINGAL, MELCHORA C.	3	200513	Maigo	PEREZ, ALVIN C.	
4	126943	Kahayag ES	FRIAS, NORBERTO B.	4	126938	Bacolod	LUNTAYAO, ELIZER S.	
5	126944	Liangang East ES	ESPINOSA, SHIEGRED P.	5	126948	Bacolod	LUMOSAD, JESSETE Y.	
6	126946	Pagayawan ES	PALANGAN, VENUS B.	6	200510	Bacolod	LUNTAYAO, ELIZER S.	TEAM 2
7	126947	Rufino Santos Sr Mem ES	BATINGAL, MELCHORA C.	7	126937	Bacolod	FRIAS, NORBERTO B.	
8	200524	Manan Asi Lawan PS	BONGCAWIL, JAMES B.	8	127120	Munai	SANGGACALA, AISAH A.	
9	127044	Kawit Occidental ES	BANI, CAMALIA A.	9	127045	Kauswagan	CAPAO, ANTONIO R.	
10	127094	Guillermo P. Canoy MS	MIRABUENO, FE B.	10	127093	Linamon	JIMENEZ, REYNALDO M.	
11	127095	Linamon Central School	MAROHOM, APOLONIO M.	11	127099	Linamon	MAROHOM, JASMIN M.	TEAM 3
12	127097	Purakan ES	MONTECALVO, TERESITA P.	12	127096	Linamon	CANETE, ORLANDO C.	
13	127121	Pendulonan ES	RADIA, MAULE C.	13	127116	Munai	BALOWA, RANGCAOLAN O.	
14	127122	Ramain ES	BALABAGAN, MONALAWAN L.	14	127119	Munai	INDAO, EDNA O.	
15	127125	Bangco ES	LACOTO, NAIMA P.	15	127126	Matungao	PANDAO DAYA, FATIMA D.	
16	127129	Cormatan PS	SAMPORNA, SAIMAH P.	16	200515	Poonapiagap	PANGANDANGAN, NORISA	TEAM 4
17	127130	Daramba PS	SAMPORNA, SAIMAH P.	17	127140	Poonapiagap	PANGANDANGAN, NORISA	
18	127131	Denaig ES	SANGULINGAN, HIDJARA S.	18	127134	Poonapiagap	MAMARIANTA, MERIAM P.	
19	127132	Lumbac-Ingud PS	SAMPORNA, SAIMAH P.	19	127142	Matungao	BAO, SITTIE	
20	127147	Bobonga Radapan PS	MAMASAO, SITTIE HANIMAH	20	127158	Pantao Ragat	DIDAAGUN, JALILA	
21	127153	Matampay PS	MAMASAO, SITTIE HANIMAH	21	127150	Tagoloan	MANALOCON, SINAR T.	TEAM 5
22	127163	Kalanganan ES	CALANDADA, COLINGAN A.	22	127172	Pantar	ALI, SANDOR D.	
23	303998	Baloi NHS	ANTICAMARA, DANILO	23	304021	Tagoloan	REGIS, JOSEPHINE	
24	304019	Pantar NHS	ABBAS, SITTIE AISA P.	24	304018	Pantao Ragat	MANGORANDA, MAINONA	
25	127213	Gadongan PS	DIMAPINTO, POTRI M.	25	200536	Tagoloan	SUNGGOD, NURAINIE Y.	
26	127216	Payawan ES	MALNA, OLYMIA M.	26	127212	Nunungan	LABE, AISA G.	TEAM 5
27	127217	Sultan Palao Ali ES	SANGGACALA, NOR-AMILLEE	27	127215	Tagoloan	LOMONDOT, NUR-AINNIE	
28	127218	Tagoloan ES	SUNGGOD, NOR-AINIE Y.	28	127214	Tagoloan	UNTONG, SORAIDA D.	
29	127219	Tumple ES	MAKIIN, SALEH M.	29	127211	Tagoloan	MAKIIN, SAHANIDAH A.	

STS MONITORING TEAM & LIST OF SCHOOL HEADS BOTH PARTNER & LEADER SCHOOLS

DECEMBER 29, 2016

KAPATAGAN NATIONAL HIGH SCHOOL

LEADER SCHOOLS				PARTNER SCHOOLS				STS MONITORING TEAM
SCHOOL ID	DISTRICT	SCHOOL	PRINCIPAL	SCHOOL ID	DISTRICT	SCHOOL	PRINCIPAL	
304003	Kapatagan	Kapatagan NHS	VILLAROSA, RODULFO C.	1	315111	Kapatagan W	BASINILLO, BUENAFE O.	TEAM 1
127008	Kapatagan	La Libertad ES	VILLAMOR, ALLAN S.	2	122013	Kapatagan	SALOMON, GERLIE D.	
127011	Kapatagan	SAN ISIDRO ES	ANGELES, LUZ L.	3	127003	Kapatagan	ANDALES, MELLIESA M.	
127014	SND East	Bangaan Primary School	MOHAMAD, LAWANUN S.	4	127022	SND East	SANGGACALA, SAPURAH T.	
127028	SND West	Miguela Pogoy MIES	CUESTA, AMIE M.	5	200528	SND West	MARABONG, AMIN C.	TEAM 2
127030	SND East	Payong PS	BAGUAN, PAIDA M.	6	127024	SND Central	AMIE, SAMINORA M.	
127092	Lala South	Simpak ES	DOROMAL, MARILOU M.	7	127085	Lala South	EPE, ANTONIETA B.	
127106	Magsaysay	Shiek Omar ES (Lumbac ES)	TAWANTAWAN, EVANGELINE L.	8	200516	SND West	DELACERNA, JEZREEL M.	
127178	Salvaor	Camp Allere ES	AGOSTO, BASILISA O.	9	127183	Salvador	CANTOS, MA. ESTELA T.	TEAM 3
127184	Salvaor	Madaya ES	MANGONTAWAR, AMIHAN D.	10	127180	Salvador	CAGOD, DIOSCORO P.	
127187	Salvaor	Salvador CES	ABALO, RICARDO S.	11	127179	Salvador	AGOSTO, BASILISA O.	
127222	Tubod East	Juan Ardon-Camp 5 ES	VILLA, BEVERLY D.	12	127234	Tubod East	TOGONON, ELEONOR T.	
200525	Nunungan	Dimayon PS	LABE, AISA E.	13	200527	Nunungan	DILABAYAN, EMMA O.	TEAM 4
200530	SND Central	Sugod Primary School	GANGCO, SALILA	14	315107	SND East	ISMAEL, ERLINDA T.	
200540	SND West	Calipapa IPS	MARABONG, AMIN C.	15	127027	SND West	OMANDAM, YELEN M.	
304016	Nunungan	Nunungan NHS	AMPATUA, OMAIRA P.	16	315103	Tangcal	SUNDAD, IMELDA N.	
304022	SND	Andres Bersales, Sr. Nat'l. HS (Pandan NHS)	OBATAY, WILMA B.	17	315110	Magsaysay	CRUZ, GENEVIEVE	TEAM 5
126985	Baroy	Raw-an Point ES	OBIAL, DEMOSTHENES C.	18	126984	Baroy	SOLATORIO, MARILOU O.	

SBM VALIDATION FORM

NAME OF SCHOOL: _____

DIVISION: _____

SCHOOL ID: _____

STEP 1 Determine Performance Improvement (60%)

Thematic Area	Performance Indicators			Rating & Equivalent Points	Compu-tation	Results
Access (45%)	Enrolment Increase		% of Inc.	A. Enrolment Increase		
	SY			1 - Marginal: At least 3% Inc.		
	SY			2 - Average: At least 5% Inc.		
	SY			3 - High : At least 7% Inc.		
	Ave. % of Increase					
				B. Justification: Enrolment rate based on Community Mapping		
				1 - Marginal: At least 85% Inc.		
				2 - Average: At least 90% Inc.		
				3 - High : At least 95% Inc.		
	Efficiency (25%)	Dropout Rate (DR)		% of Dec	Baseline: 7.06%	
SY				1 - Marginal: At least 4% Inc.		
SY				2 - Average: At least 2% Inc.		
SY				3 - High : 0 DR or Less than 2%		
Ave. % of Increase						
Completion Rate (CR)			Baseline: 75%			
SY				1 - Marginal: At least 5% Inc.		
SY				2 - Average: At least 7% Inc.		
SY				3 - High : At least 10% Inc or 95% CR		
Total						
Ave. % of Increase						
Cohort Survival Rate (CSR)			Baseline: 75%			
SY				1 - Marginal: At least 5% Inc.		
SY				2 - Average: At least 7% Inc.		
SY				3 - High : At least 10% Inc or 95% CSR		
Ave. % of Increase						
Sub-total (DR+CR+CSR)						
Quality (30%)		NAT MPS		% of Inc.	Option 1	
	SY			Elementary- Baseline 67%		
	SY			1 - Marginal: At least 2% Inc.		
	SY			2 - Average: At least 5% Inc.		
				3 - High : With 7% Inc or 75% Increase		
	Ave. % of Increase					
	SY			Secondary - Baseline 48%		
	SY			1 - Marginal: At least 7% Inc.		
	SY			2 - Average: At least 8% Inc.		
				3 - High : With 10% Inc or 75% Increase		
	Ave. % of Increase					
				Option 2		
			1 - Marginal: 26-50% Increase.			
			2 - Average: 51-75% Increase			
			3 - High : 76-100% Increase			
Sub-total						

Interpretation

Good

Better

Best

Legend:

Numerical Rating Scale	Description
0.50 - 1.49	Good
1.50 - 2.49	Better
2.50 - 3.00	Best

Note:

Only Schools having a Performance Improvement of "Better" can apply to the Division for SBM Validation

Compute for Validated SBM Assessment (40%)

SBM Principles	Weight	Cummulative of Validators per Principle computation	score	Results	Some indicators
Leadership	30%				
Curriculum & Learning	30%				
Accountability	25%				
Resource Management	15%				
Sub-total	100.00%				

Interpretation _____ Good
 _____ Better
 _____ Best

Legend:

Numerical Rating Scale	Description
0.50 - 1.49	Good
1.50 - 2.49	Better
2.50 - 3.00	Best

Step 3: Compute for final Rating

Areas	Weight	Cummulative of Validators per Principle computation	Results
Performance Improvement	60%	x .60	
SBM Assessment Score (DOD)	40%	x .40	
Total	100%		

Interpretation _____ Developing (Level I)
 _____ Maturing (level II)
 _____ Advanced (Level III)

Description of SBM of Practice:

Numerical Rating Scale	Description
0.50 - 1.49	Developing
1.50 - 2.49	Maturing
2.50 - 3.00	Advanced

Recommendation:

Evaluator/Validator

Evaluator/Validator

Proper Documentation of the activities

Points Earned

Dimension 1 - Leadership and Governance

- Indicators
- 1.1 a. SIP signed by the PTA/SGC representative
 - b. School Planning Team organized
 - c. Revised SIP and included in the Barangay Development Plan
 - 1.2 a. Revised AIP presented to the stakeholders
 - b. Stakeholders nvited and Confirmed attendance
 - c. Attendance Sheets during meetings accomplished
 - 1.3 School manpower divided and assigned in the four Components of SIP: ACCESS, Efficiency, quality, Governance.
 - a. Orient/Capacitate the members of its roles and functions
 - b. Prepared Narrative Reports of the Planning Sessions conducted in different teams
 - c. Prepare Narrative Reports of the Planning Sessions conducted
 - d. Revisit SIP with community stakeholders participation
 - e. Meeting minutes, logbook, attendance sheets accomplished
 - f. Prepare SIP Implementation Plan
 - 1.4 Prepare SIP Implementation Plan
 - a. Create committees for the Four Components of SIP with a clear definition of roles and functions of its members
 - 1.5 a. Proposed/Implement Professional Development Plan for Schoolheads and Community Leaders based on training needs
 - b. Prepared or Indigenized Learning modules and corresponding reports
 - c. Minutes of consultative Assembly
 - d. Reports of the gains of the project implemented
 - 1.6 a. Identify Baseline Data of the school, gaps and needs and interventions.

Dimension 2 - Curriculum and Learning

- 1 Learners of the school community are identified
- 2 Localized materials are formulated and utilized
- 3 Stakeholders were tapped to assist in review classes, reading remediation, etc.
- 4 Differentiated instruction, activities and materials to different typologies of learners are available and practiced. Records of gains were discussed in meetings
- 5 Assessment conducted regularly, results evaluated and analyzed and appropriate interventions implemented
- 6 School Manual and School Protocol for Teachers capture the Child Protection Policy
- 7 Self-Learning modules are available
- 8 List of children who are at risk of dropping-out

Dimension 3 - Accountability and Continuous Improvement

- 1 Records of attendance of schoolheads in the Barangay Assemblies/Sessions
- 2 Records of the integration of SIP in the Barangay Development Plan
- 3 Formulated accountability system's processes, mechanisms and tools
- 4 Reports of the Review Committee
- 5 Regular reporting of Financial Resources and Liquidations

Dimension 4 - Management of Resources

- 1 Regular resource inventory (classrooms, desks, toilets, WATSAN, equipment)
- 2 School Report Card accomplished and reported
- 3 Record of gains of the implemented interventions
- 4 Annual AIP revision/adjustment conducted
- 5 Availability of Complete Records on Fiscal Management
- 6 Created School Committee to M&E on Resource Management
- 7 Created School Fiscal management Council composed of Parents, Teachers and Community Stakeholders
- 8 Published Monthly Financial Statements signed by the Financial Management Committee

4. Proposed Budget

5. Budget Utilized

6. Project Summary

7. Actual Results of the Outcomes of the Projects/Activities

8. Problems Encountered & Solutions Applied

9. Lesson Learned (including best practices and lessons)

10. Recommendations/Suggestions

11. M & E Results

12. Pictorials

Submitted by:

SH of Partner School

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CAGAYAN DEL NORTE

OUTLINE OF ACTIVITY/PROJECT COMPLETION REPORT

- 1. Activity/Project Title**
- 2. Project Location/Venue**
- 3. Participants/recipient (if applicable-attendance)**
- 4. Proposed Budget**
- 5. Budget Utilized**
- 6. Project Summary**
- 7. Actual Results of the Outcomes of the Projects/Activities**
- 8. Problems Encountered & Solutions Applied**
- 9. Lesson Learned (including best practices and lessons)**
- 10. Recommendations/Suggestions**
- 11. M & E Results**
- 12. Pictorials**

Submitted by:

SH of Partner School

SH of Leader School