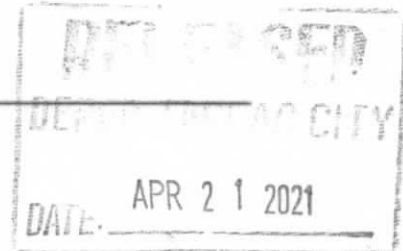




Republic of the Philippines
Department of Education
REGION III
TARLAC CITY SCHOOLS DIVISION



April 16, 2021

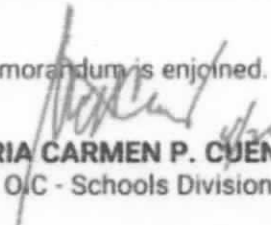
DIVISION MEMORANDUM

No. 69 s. 2021

To : OIC-ASDS
Division Chiefs
Public Schools District Supervisors
All Others Concerned

**DIVISION CAPACITY BUILDING WORKSHOP FOR PUBLIC SCHOOLS
DISTRICT SUPERVISORS**

1. Pursuant to our Division Quality Management Policy of continual improvement, our division personnel shall be kept updated and retooled to better deliver their mandated functions. In line with this, the Division Capacity Building Workshop for Public Schools District Supervisors will be conducted on April 21-23, 2021 via Google Meet.
2. The activity aims to:
 - 2.1 update/retool the participants on Monitoring and Evaluation and Technical Assistance provision in schools;
 - 2.2 renew their commitment in extending assistance to improve schools' performance and learners' achievement
3. Enclosure No.1 of this Memorandum is the List of Participants and Training Team, while Enclosure No. 2 is the Activity Matrix.
4. Expenses incurred in this activity shall be charged against the Division INSET Fund.
5. Immediate dissemination of this Memorandum is enjoined.


MARIA CARMEN P. CUENCO, EdD, CESO VI
O/C - Schools Division Superintendent



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Division Capacity Building for PSDS

LIST OF PARTICIPANTS AND TRAINING TEAM

Participants

MARIA FLORES I. CAPARAS	TARLAC CENTRAL A
LUTGARDA M. VITUG, EdD.	TARLAC CENTRAL B
ANGELINA S. MALLARI, EdD.	TARLAC EAST
JULIUS G. GAMIS, PhD.	TARLAC NORTH A
EMMANUEL F. CELIS, PhD.	TARLAC NORTH B
ALVIN T. YALUNG, PhD.	TARLAC SOUTH A
RENATO T. CABARIOS	TARLAC SOUTH B
RENE B. MICLAT, PhD.	TARLAC WEST A
ANGELITA P. CASTRO, EdD.	TARLAC WEST B
REYMAR D. PAGUIO, PhD. (OIC)	TARLAC WEST C

Training Team

MARIA CARMEN P. CUENCO, EdD, CESO VI	OIC – SDS
LOURDES G. DELA CRUZ, PhD.	OIC – ASDS
ROBERT E. OSONGCO, EdD	CHIEF- CID
LEONIDA C. GARCIA	CHIEF – SGOD
ISAGANI H. LOPEZ	EPSVR
MA. CRISTINA A. ESPIRITU	AO – HRM
MA. VICTORIA Q. ABULENCIA	ACCOUNTANT III
REA M. LINGAT	SEPS, HRD
SUNSHIE C. CASTRO, PhD.	SEPS, SME
ESMERALDO LINGAT JR.	ITO

Division Capacity Building for PSDS

ACTIVITY MATRIX

Day 1	Day 2	Day 3
Activity	Activity	Activity
8:15 - 8:30 AM Opening Program (Preliminaries) REA M. LINGAT SEPS, HRD	8:15 - 8:30 AM Preliminaries MOL-PSDS	8:15 - 8:30 AM Preliminaries MOL-PSDS
Welcome Message MARIA CARMEN P. CUENCO, EdD, CESO VI OIC-SDS	8:45 - 10:30 AM SOB Evaluation – (PSDS will be given SOB and other related documents in finance for them to evaluate) MA. VICTORIA Q. ABULENCIA Accountant III	8:45-10:00 AM Private Schools' Monitoring ISAGANI H. LOPEZ EPSvr
Statement of Purpose and Presentation of Training Matrix ROBERT E. OSONGCO, EdD Chief- CID		
8:30 - 10:15 AM Evaluation of Learning Action Cell Proposal (LAC) LUTGARDA M. VITUG, EdD. PSDS		
10:15 - 10:30 AM BREAK	10:30 - 10:45 AM BREAK	10:00 - 10:15 AM BREAK
10:30 - 11:15AM Presentation of evaluation results-3 PSDS will have	10:45 - 11:30 AM Presentation of Evaluation Result-PSDS	10:15 – 10:45 AM Presentation of Output (Case -Analysis)

<p>presentation on their evaluation result</p>		
<p>11:15 – 12:00 NN</p> <p>Inputs/ Clarification Learning Action Cell Evaluation Result</p> <p>LUTGARDA M. VITUG, EdD. PSDS</p>	<p>11:30 – 12:00 NN</p> <p>Clarification/Inputs on SOB evaluation SCHOOL OPERATING BUDGET (SOB)</p> <p>LEONIDA C. GARCIA Chief- SGOD</p> <p>MA. VICTORIA Q. ABULENCIA Accountant III</p>	<p>10:45 – 11:30 AM</p> <p>Discussion/Clarification on Outputs ISAGANI LOPEZ EPSvr</p> <p>11:30-12 NN</p> <p>Reflection Writing: What part of the activity/discussion (Day 1-Day 3) struck you most? In what way can this affect you as a PSDS?</p>
<p>12:00 - 1:00 PM LUNCH BREAK</p>	<p>12:00 - 1:00 PM LUNCH BREAK</p>	<p>12:00 - 1:00 PM LUNCH BREAK</p>
<p>1:00 - 2:30 PM</p> <p>School HRMD plan evaluation (ERF, reclassification, promotion) Ma. CRISTINA ESPIRITU AO- HRM</p>	<p>1:00 - 2:00 PM</p> <p>Evaluation of School eSBM Level of practice through validation of documents and outputs.</p> <p>SUNSHINE CASTRO, PhD -SEPS, SME</p>	<p>1:00- 1:30 PM</p> <p>Closing Program</p> <p>REYMAR D. PAGUIO, PhD. EPSvr</p> <p>Closing Remarks LOURDES G. DELA CRUZ, PhD. OIC-ASDS</p>
<p>2:30 – 3:00 PM</p> <p>Presentation of HRMD Plan Evaluation Result (5-10 min presentation) PSDS</p>	<p>2:00 – 3:00 PM</p> <p>Presentation of eSBM Evaluation Result/Output (Proposed intervention to Improve SBM Level) PSDS</p>	
<p>3:00-3:15 PM SNACK BREAK</p>	<p>3:00-3:15 PM SNACK BREAK</p>	
<p>3:15 – 4:00 PM</p> <p>Inputs on HRMD concern Ma. CRISTINA ESPIRITU AO HRM</p>	<p>3:30 - 4:00 PM</p> <p>eSBM evaluation result DSBM Evaluation Committee</p>	
<p>4:00 PM</p> <p>End of Session</p>	<p>4:00 PM</p> <p>End of Session</p>	