



Republic of the Philippines
Department of Education
Cordillera Administrative Region
Schools Division of Tabuk City



Office of the Schools Division Superintendent

1 October 2021


Division Memorandum

No. 092, s. 2021

SCHOOL-BASED MANAGEMENT CONGRESS 2021

To: Assistant Schools Division Superintendent
School Governance and Operations Division Chief
Curriculum Implementation Division Chief
Public and Private Elementary and Secondary School Heads
School SBM Coordinators
All others Concerned

1. Relative to RM 429, s. 2021, the Schools Division of Tabuk City will conduct the School- Based Management Congress 2021 on December 10, 2021 via Facebook live streaming at the Schools Division Official Facebook Page DepEd Tayo Tabuk City that will start at 9:00 AM.
2. The activity aims to:
 - A. share exemplary initiative relative to SBM;
 - B. recognize SBM Level 2 (Maturing) and 3 (Advanced) schools;
 - C. stir commitment to replicate SBM practices learned from other schools; and
 - D. encourage application of best inputs learned for the improvement of school management
3. PSDSs, all district- in-charge, and all School stakeholders are encouraged to join and signify their attendance in the virtual activity through the attendance link to be posted and interact through the comment section of the FB live streaming while the school heads and SBM Coordinators of the Schools found in the Enclosure 1 are to login in at the meeting link to be shared a day before the activity;
4. Four schools are tasked to produce an audio-visual presentation of their SBM initiatives for the SBM Congress, hence, shall send 3 personnel each to the SDO Conference Hall to work on the said AVP production on October 28 and 29, 2021. Enclosure 2 contains the list of Identified schools and the guidelines and mechanics of the presentation.
5. Meals and snacks during the AVP production and other expenses relative to the virtual program implementation shall be charged against the SBM downloaded RO fund subject to usual accounting and auditing rules and regulations.
6. Immediate dissemination of and strict compliance to the memorandum is directed.


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Assistant Schools Division Superintendent
OIC, Office of the Schools Division Superintendent

Enc'ls: as stated
Sgod/dmd//SBMCongress2021



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Enclosure 1 to DM No. _____, s. 2021

**LIST OF SCHOOLS WITH NEWLY ATTAINED SBM LEVEL 2 AND 3 PRACTICES
BASED ON REGIONAL VALIDATION ON JUNE 14-16, 2021**

LEVEL 2	20. Callagdao Elementary School	40. Naneng National High School
1. Bado Dangwa Elementary School	21. Gaogao Elementary School	41. New Tanglag National High School
2. Bado Dangwa National High School	22. Gawidan Elementary School	42. Pinagan Elementary School
3. Balatoc Primary School	23. Gobgob Elementary School	43. San Pablo Elementary School
4. Balawag Elementary School	24. Gradual Discovery Elementary School	44. Southern Tabuk Central School
5. Balong National High School	25. Guilayon Elementary School	45. Tabuk City Central School
6. Banagan Elementary School	26. Lacnog Integrated School	46. Tabuk City National High School
7. Bantay National High School	27. Laya Elementary School	47. Tangbay Elementary School
8. Bayabat Elementary School	28. Lucog Elementary School	48. Tannubong Elementary School
9. Binongsay Elementary School	29. Madapdapig Elementary School	49. Tuliao Elementary School
10. Bulanao Central School	30. Magnao Elementary School	
11. Bulanao East Annex-Greenhills Primary School	31. Malalao Elementary School	LEVEL 3
12. Bulon National High School	32. Malin-awa Elementary School	50. Kalinga Special Education Center
13. Burayukan Elementary School	33. Mansanita Elementary School	
14. Cabaritan Elementary School	34. Masablang Elementary School	SUSTAINING LEVEL 2
15. Cudal Elementary School	35. Matucnang Elementary School	*Bulaguian Elementary School (2019)
16. Cudal National High School	36. Nambaran Agro-Industrial National High School	*Suyang Elementary School (2018)
17. Dananao Elementary School	37. Naneng National High School-Mosimos Extension	With Newly Attained Level 1
18. Dupag Elementary School	38. New Balbalan Elementary School	San Juan Elementary School
19. Eastern Kalinga National High School	39. New Tanglag Elementary School	Namnama Elementary School



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SCHOOLS TO PRESENT SBM INITIATIVES

1	1. SBM Level 3 School (Elementary School)	2. Kalinga Special Education Center
2	3. SBM Level 2 (Elementary School)	4. Burayukan ES Elementary School
3	5. SBM Level 2 (Integrated School)	6. Lacnog Integrated School
4	7. SBM Level 2 (Secondary School)	8. Tabuk City National High School

GUIDELINES AND MECHANICS OF PRESENTERS

A. Guidelines for Presentation

1. Each school-head presenter will prepare an audio-video presentation good for 8-10 minutes.
2. The audio-video presentation should follow this format:
 - a) Brief history of the school
 - b) Best practices along the 4 SBM Indicators: Leadership and Governance; Curriculum and Instruction; Accountability and Continuous Improvement; Management of Resources
 - c) Gains or effect of SBM Practices to the school, the stakeholders, the learners (Status of School Performance and Student Achievement because of SBM)
 - d) Learning or realization through SBM
3. Presentations need to be initially presented on November 4, 2021 during the planning conference with the regional office.

B. Mechanics of Presentation

DURATION	IN-CHARGE	WHAT TO DO
2 minutes	Session Manager	Greet the participants; reads the mechanics for the sessions; checks that all presenters, documenters, reactors, moderators and participants are in
10 minutes	Presenter	Introduces oneself, name of school, PTA; plays audio-video presentation
4 minutes	Moderator	Facilitates reactors' time and question and answer portion within time allotted



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