



Republic of the Philippines
Department of Education
REGION VIII - EASTERN VISAYAS

March 15, 2022

REGIONAL MEMORANDUM

No. **230** 2022

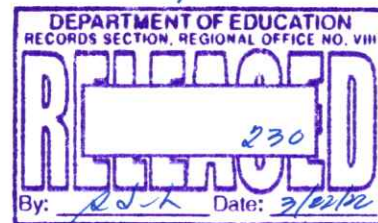
CONVERSION OF MABINI II ELEMENTARY SCHOOL TO MABINI II INTEGRATED SCHOOL, BARANGAY MABINI II, OQUENDO, CALBAYOG CITY, WESTERN SAMAR

To: Schools Division Superintendents
Regional Office Division Chiefs
Public Elementary and Secondary School Heads
All Others Concerned

1. This Department of Education, Regional Office No. VIII announces that the request for **Conversion of Mabini II Elementary School to Mabini II Integrated School**, Barangay Mabini II, Oquendo, Calbayog City, Western Samar, is a newly approved integrated school by this Regional Office on March 15, 2022 through administrative fiat pursuant to its expressed authority under Section 5 (B/13) of Chapter 1 of RA No. 9155 (The Governance of Basic Education Act of 2001), after full satisfactory compliance with the requirements prescribed by existing guidelines and policies of the Department.
2. The **Schools Division Superintendent** of the **Division of Calbayog City** where the school is located is hereby directed to consider this school in budget preparation for its eventual inclusion in the immediately succeeding General Appropriations Act (GAA).
3. Immediate dissemination of and compliance with this Memorandum are desired.


EVELYN R. FETALVERO, CESO IV
Regional Director

Enclosures: None
References: DepEd Order No. 40,s. 2014
DepEd Order No. 71,s. 2003
DepEd Order No. 91,s. 1999
DepEd Order No. 05,s. 1989



To be indicated in the Perpetual Index under the following subjects:

INTEGRATED SCHOOL MANAGEMENT PUBLIC

QAD-RRC





Republic of the Philippines
Department of Education
REGION VIII - EASTERN VISAYAS

FOR : **REGIONAL DIRECTOR**

DATE : **March 15, 2022**

TITLE : **EVALUATION & RECOMMENDATION FOR THE CONVERSION OF MABINI II ELEMENTARY SCHOOL TO MABINI II INTEGRATED SCHOOL, BARANGAY MABINI II, OQUENDO, CALBAYOG CITY, WESTERN SAMAR**

BACKGROUND

Barangay Mabini II is one of the barangays in Oquendo, Calbayog City, Western Samar where this can be reached through habal-habal, walking, or thru a river boat traversing rivers and mountains. Barangay folks engaged mostly in farming and small-scale business as their source of living. In pursuit to achieve education, parents send their children to the nearest high schools namely: Oquendo NHS which is 3.8 kms. away and from Rafael Lentejas National High School which is 17 kms. away from the above-mentioned barangay. Coming to these schools entail additional expenses for the cost of living and other school needs of the learners therefore, parents have difficulty in supporting them especially to those low-income families. These scenarios impelled parents and other stakeholders to hope for a secondary school to be offered in barangay Mabini II. Furthermore, with the increasing prices of the basic commodities, it has threatened the allocated budget of the family such as food, daily fare and other expenses.

The said barangay has an existing elementary school named Mabini II Elementary School with a total land area of 8,202 sq.m. Currently, the school has a total enrolment of 68 pupils with 4 teachers and 1 school head. The school's distance to the nearest high schools are quite far that Grade 6 completers in Mabini II ES and from its feeder barangays have difficulty to continue junior high school education. Likewise, those high school learners enrolled in the nearest high schools, could hardly sustain in coming to school daily resulting



to high percentage of students' absenteeism and be at risk of dropping out from the school. These are burdens of the parents and the school.

In view thereof, the parents and municipal officials and the Barangay Officials of Mabini II and its feeder barangays expressed their full support of the request for the conversion of Mabini II Elementary School to an Integrated School with the hope that financial burden among parents shall be lessen as their children can continue in the secondary education and high participation rate may be assured. The Grade 6 graduates coming from the nearby elementary schools of the different barangays will also be greatly benefited.

Moreover, the Schools Division Superintendent of Calbayog City Division intensely expressed her full support to the proposed conversion of school initiated by the concerned parents and local officials to ensure that all school-aged children in the community will have access to basic education and possibly lessen the financial burden of parents in sending their children to school. Thus, conversion of Mabini II Elementary School to Mabini II Integrated School in Barangay Mabini II, Oquendo, Calbayog City, Western Samar endorsed by the Schools Division Superintendent of Calbayog City to the Regional Office is deemed necessary.

FINDINGS:

1. Mabini II Elementary School has a total land area of 8,202 sq.m. which has enough buildable space for expansion to Junior High School. The school site is free from flooding and landslide based on the certification issued by the Mines and GeoSciences Bureau.

2. The LGU, through the Office of the Municipal Mayor Diego P. Rivera, strongly expressed full support to the school and commits to allocate additional budget for the expansion to the secondary level through a Resolution No. 2021-08-085.

3. The officials of barangay Mabini II executed expressing their full support for the conversion of Mabini II ES to an integrated school, located in barangay Mabini II, Oquendo, Calbayog City, Western Samar.

4. The Schools Division Office represented by the Assistant Schools Division Superintendent, the assigned District Supervisor, the Schools Division Engineer, M & E SEPS, Education Program Supervisor, and SGOD Chief in Calbayog City Division and the different stakeholders present during the virtual validations on schools' application conducted by the DepEd Regional Inspectorate Team also expressed their willingness and full support for the conversion of the school during the Focused Group Discussion (FGD).

5. Mabini II ES has an excess of 2 classrooms.

6. The school has other facilities such as computer laboratory, hand washing facilities, school stage, sufficient no. of comfort rooms, school canteen, principal's office and enough space for playground and buildable area.

7. The school has concrete perimeter fence for half of the area and temporary fence for the remaining half surrounding the school site.

8. The school has electricity but no internet connection.

9. The has medical clinic inside the principal's office

10. Presence of ALS Mobile teacher to augment the classes for Math and Science subjects.

11. The excess learning materials and school furniture from nearby schools will also be given to the proposed Mabini II Integrated School as per commitment expressed by the assigned District Supervisor.

12. The proposed school will receive support from the Local Government of Oquendo while the inclusion of the school in the GAA of DepEd is on process.


13. Schools Division Office of Calbayog City through its assigned District Supervisor extended support as to the provision of technical assistance for the school management, supervision, and other needs especially to teachers.

RECOMMENDATIONS:

In view of the foregoing evaluation and findings, the evaluators respectfully recommend that:

1. Mabini II Elementary School shall be converted into an integrated school and shall be named **MABINI II INTEGRATED SCHOOL** and is authorized to operate effective School Year 2022 – 2023.

2. The school shall implement K to 12 Basic Education Curriculum.
3. School operation shall be on a gradual basis. Thus, Curriculum Grades to be offered upon opening of classes for School Year 2022-2023 shall only be Grade 7 which may progress to the next grade levels in the succeeding years.
4. The school head of Mabini II Elementary School with the assistance of the District Supervisor and the Municipal Engineer shall revisit and redesign the school development plan for use of available buildable spaces at the site in preparation for the construction of buildings for the Junior High School.
5. The LGU, both the Barangay and Municipal levels, and the parents shall provide financial support to the school until such time that operations will be covered by the DepEd Budget.
6. The School Head of Mabini II Elementary School shall manage the integrated school provided that the qualification standards shall be satisfied.
7. The Schools Division Superintendent shall provide teachers trained on the K to 12 Curriculum and consider additional regular teachers to this school to complete the number of teachers required to operate the integrated school.
8. The Schools Division Superintendent likewise shall initiate for the provision of school buildings, chairs, textbooks, and other resources to the school.


RACHEL R. CUEVAS
Education Program Supervisor


MARLOU D. CAMPOSANO, EdD
Education Program Supervisor

Noted by:


ROSEMARIE M. GUINO, EdD
OIC- Chief, QAD

QAD-RRC

**APPLICATION FOR CONVERSION OF A SCHOOL INTO AN INTEGRATED SCHOOL
 (THRU EXPANSION OF AN EXISTING ELEMENTARY OR SECONDARY SCHOOL)
 EVALUATION SHEET**

CRITERIA	REQUIRED DOCUMENTS	PER EVALUATION					REMARKS (PASSED OR FAILED) <small>Pls. state reason, if failed</small>																																																																																																		
1. The school is listed in the EBEIS	DepED School ID	Name of School DepED School ID No. as Presented DepED School ID No. as verified with Planning Unit	: MABINI II ELEMENTARY SCHOOL : 124065 : 124065					PASSED 1) Passed																																																																																																	
2. The conversion of a school into an IS must satisfy at least three (3) of the following conditions, whichever are applicable:	a. Letter of request for the conversion of a school (thru expansion) into an IS addressed to the Schools Division Superintendent (SDS).	Request signed by Position/Designation Office/School Date	: BARBARA C. RELAMPAGO, JENNY LOU C. CUISON, HON. TERESITA S. BOTOR, JOMARIE PATINO ET AL. : School Head & Teachers, Parents, Brgy. Council Member & SSG Officers : Mabini II ES, Brgy. Mabini II, Calbayog City : May 4, 2021					2.a. passed																																																																																																	
a. There are no schools offering complete basic education within the catchment area;	b. Feasibility Study on the proposed expansion of school, duly recommended/ endorsed by the SDS.	Proponent(s) of the Feasibility Study Duly Recommended by Position/Designation Justification on the Need for Expansion of school	: BARBARA C. RELAMPAGO : Thelma Cabadsan-Quitelig, PhD, CESO V : Schools Division Superintendent : Brgy. Mabini II and its neighboring barangay have so many OSY who can not enroll in Oquendo National High School considering the distance and the socio economic of parents.					2.b. passed																																																																																																	
b. There are not enough items for teachers and school heads that would justify the establishment of a separate elementary and a secondary school;	c. IS Implementation Plan covering five (5) years to include among others, the following: 1. Current and projected enrolment for five (5) school years, by grade level:	2. Willingness of parents in 4 catchment areas to enroll their children in proposed Mabini II c. IS Implementation Plan																																																																																																							
c. There are inadequate equipment and resources to support the operation of elementary and secondary schools;		c.1 No. of Prospective Enrollees:	<table border="1"> <thead> <tr> <th rowspan="2">Grade Level</th> <th colspan="6">Projected</th> </tr> <tr> <th>Current (SY 20 to 21)</th> <th>Year 1</th> <th>Year 2</th> <th>Year 3</th> <th>Year 4</th> <th>Year 5</th> </tr> </thead> <tbody> <tr><td>K</td><td>4</td><td>5</td><td>7</td><td>10</td><td>8</td><td>7</td></tr> <tr><td>1</td><td>7</td><td>8</td><td>5</td><td>7</td><td>10</td><td>8</td></tr> <tr><td>2</td><td>12</td><td>12</td><td>8</td><td>5</td><td>7</td><td>7</td></tr> <tr><td>3</td><td>12</td><td>12</td><td>12</td><td>12</td><td>8</td><td>5</td></tr> <tr><td>4</td><td>14</td><td>14</td><td>12</td><td>12</td><td>12</td><td>8</td></tr> <tr><td>5</td><td>6</td><td>6</td><td>14</td><td>12</td><td>12</td><td>12</td></tr> <tr><td>6</td><td>8</td><td>8</td><td>6</td><td>14</td><td>12</td><td>60</td></tr> <tr><td>7</td><td></td><td>41</td><td>38</td><td>51</td><td>61</td><td>61</td></tr> <tr><td>8</td><td></td><td>40</td><td>41</td><td>38</td><td>51</td><td>51</td></tr> <tr><td>9</td><td></td><td></td><td>40</td><td>41</td><td>38</td><td>38</td></tr> <tr><td>10</td><td></td><td></td><td></td><td>40</td><td>41</td><td>38</td></tr> <tr><td>TOTAL</td><td>63</td><td>146</td><td>209</td><td>238</td><td>253</td><td>267</td></tr> </tbody> </table>					Grade Level	Projected						Current (SY 20 to 21)	Year 1	Year 2	Year 3	Year 4	Year 5	K	4	5	7	10	8	7	1	7	8	5	7	10	8	2	12	12	8	5	7	7	3	12	12	12	12	8	5	4	14	14	12	12	12	8	5	6	6	14	12	12	12	6	8	8	6	14	12	60	7		41	38	51	61	61	8		40	41	38	51	51	9			40	41	38	38	10				40	41	38	TOTAL	63	146	209	238	253	267	PASSED 2.c.1 passed
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CRITERIA	REQUIRED DOCUMENTS	PER EVALUATION						REMARKS	
		Particulars	Year 1	Year 2	Year 3	Year 4	Supported w/ Breakdown?		
d. There is difficulty in acquiring a school site for the secondary school;	2. Proposed budgetary requirements for its Personal Services, MOOE, and Capital Outlay:	c.2 Proposed Budgetary Requirements						2.C.2 Passed	
							Yes		No
		Personal Services	491987.88	95508.00	95508.00	95508.00			
		MOOE	398234.00	416408.00	432072.00	453386.00			
		890221.88	511916.00	527580.00	548894.00				
e. The number of elementary graduates does not warrant the establishment of a separate secondary school or	3. Operational Plan re: curriculum and instructional supervision of the proposed integrated School; and	c.3 Operational Plan Prepared By						2.C.3 Passed	
		Position/Designation	: Barbara Relampago						
f. The Elementary / secondary school has excess classrooms of at least four (4) and seven (7) to accommodate high school/elementary enrollees, respectively.	4. School Site Development Plan (SSDP) to include proposed school building, as needed.	c.4 SSDP Prepared by						2.C.4 Passed	
		Position/Designation	: Michael V. Pernia						
		d. Certification Signed by						2.d. Passed	
		Position/Designation	: Principal I						
		Date	: June 7, 2021						
		No. of Excess Classrooms	: Two (2)						
		e. Inventory of LRs prepared by						2.C. Passed	
		Position/Designation	: Rowena M. Refugia						
		Date	: School Property Custodian						
		Validated by	: May 24, 2021						
		Position/Designation	: SE VERINO O. LAURE						
		Date	: Administrative Officer IV /Supply Officer						
		f. Per PSIPOP for FY						2.F. Passed	
		Particulars	No. of Positions						
		School Head Item	1						
		No. of Teaching Items	4						
		No. of Supporting Staff	5						
		Total	5						

Application for Conversion of School into an Integrated School (Thru Expansion of an Existing Elementary or Secondary School)

CRITERIA	REQUIRED DOCUMENTS	PER EVALUATION		REMARKS										
		Particulars	Amount											
	E. Updated Status Report with regard to the school's existing crucial resources.	E. Updated Status Report Prepared by : BARBARA C. RELAMPAGO Position/Designation : Principal I Date : May 10, 2021 <table border="1"> <thead> <tr> <th>Resources Needed</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>Personal Services</td> <td>306,524.00</td> </tr> <tr> <td>MOOE</td> <td></td> </tr> <tr> <td>Capital Outlay</td> <td></td> </tr> <tr> <td>Total</td> <td>306,524.00</td> </tr> </tbody> </table>		Resources Needed	Amount	Personal Services	306,524.00	MOOE		Capital Outlay		Total	306,524.00	29. passed PASSED
Resources Needed	Amount													
Personal Services	306,524.00													
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Total	306,524.00													
4. The proposed conversion of school into IS must be supported by the LGU	a. Sangguniang Bayan/Panlungsod Resolution supporting the conversion thru expansion of a school into an IS, duly approved by the Municipal/City Mayor, indicating therein the proposed name of the School b. Certification from the LGU signed by the Municipal/City Mayor, as the case may be, where the LGU shall continue to provide funds for the operation and maintenance for at least 5 years or until such time that such funds are incorporated in the national budget	Sangguniang Bayan/Panlungsod Resolution No : 2021-08- Approved by : DIEGO P. RIVERA Date : March 8, 2021 Position/Designation : City Vice Mayor Proposed Name of School : MABINI II INTEGRATED SCHOOL Resolution stipulates the willingness of the LGU to support the establishment of the School? YES <u> / </u> NO <u> / </u> LGU Certification Signed by : DIEGO P. RIVERA Position/Designation : CITY MAYOR Date : JUNE 7, 2021 <table border="1"> <thead> <tr> <th>Particulars</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>a. Construction of new school building/classrooms</td> <td rowspan="5">Php</td> </tr> <tr> <td>b. Procurement of educational facilities, furniture, etc.</td> </tr> <tr> <td>c. Operation and maintenance of at least five (5) years until such time when funds for the purpose are incorporated in the budget</td> </tr> <tr> <td>d. Salaries of teaching and non-teaching personnel, preferably at par with national salary rates</td> </tr> <tr> <td>e. Other LGU Support</td> </tr> <tr> <td>TOTAL</td> <td></td> </tr> </tbody> </table>		Particulars	Amount	a. Construction of new school building/classrooms	Php	b. Procurement of educational facilities, furniture, etc.	c. Operation and maintenance of at least five (5) years until such time when funds for the purpose are incorporated in the budget	d. Salaries of teaching and non-teaching personnel, preferably at par with national salary rates	e. Other LGU Support	TOTAL		4.a passed 4.b passed PASSED
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e. Other LGU Support														
TOTAL														
The above items are supported by breakdown? YES <u> / </u> NO <u> / </u> Availability of Funds Certified by : Position/Designation : Office : Date Approved :														

CRITERIA	REQUIRED DOCUMENTS	PER EVALUATION	REMARKS																	
<p>5. The School Head to be designated to the IS must satisfy the DepED-CSC Qualification Standards of a School Head for secondary School.</p> <p>In cases where the aforementioned criterion is not met, the SDS shall make the necessary justification.</p>	<p>a. Designation Order for the proposed School Head.</p> <p>b. Transcript of Records, Certificates of Relevant Training, Service Record, and Civil Service eligibility of the school Head, duly certified as true copies by the Schools Division Office's Records Unit.</p>	<p>a. Designation Order Signed by Position/Designation : <u>THELMA CABADSAN-QUITALIG PhD, CESO V</u> Date : <u>Schools Division Superintendent</u> Name of Designated School Head : <u>May 4, 2021</u> Plantilla Position Title : <u>BARBARA C. RELAMPAGO</u> : <u>PRINCIPAL I</u></p> <p>b. Designated School Head has satisfied the DepED CSC Qualification Standards of a School Head for Secondary School?</p> <p>YES <u> / </u> NO <u> / </u> Educational Preparation : <u>MAEd major in Administration and Supervision</u></p> <table border="1" data-bbox="487 964 1015 1127"> <thead> <tr> <th rowspan="2">Documents Submitted</th> <th colspan="2">Certified by DO Records Unit?</th> </tr> <tr> <th>YES</th> <th>NO</th> </tr> </thead> <tbody> <tr> <td>1. Transcript of Records</td> <td>/</td> <td>/</td> </tr> <tr> <td>2. Certificates of Relevant Training</td> <td>/</td> <td>/</td> </tr> <tr> <td>3. Service Record</td> <td>/</td> <td>/</td> </tr> <tr> <td>4. CS Eligibility</td> <td>/</td> <td>/</td> </tr> </tbody> </table> <p>c. Justification, if any, duly signed by Position/Designation : Date : Reason(s) :</p>	Documents Submitted	Certified by DO Records Unit?		YES	NO	1. Transcript of Records	/	/	2. Certificates of Relevant Training	/	/	3. Service Record	/	/	4. CS Eligibility	/	/	<p><i>ST-9</i> <i>Passed</i></p> <p><i>ST-6</i> PASSED <i>Passed</i></p>
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EVALUATED BY DIVISION REVIEW AND EVALUATION COMMITTEE (DREC):

Jordan B. De Veyra
JORDAN B. DE VEYRA
 Engr. III- Education Facilities
 Member

Ma. Marlie M. Mendoza
MA. MARLIE M. MENDOZA
 Planning Officer III
 Member

Edita S. Cano
EDITA S. CANO
 Administrative Officer IV
 Member

Marcelino L. Mercader
MARCELINO L. MERCADER
 Division Federation PTA - President
 Member

Ubaldo D. Diomangay
UBALDO D. DIOMANGAY
 Chief ES, SGOD
 Member

Renato B. GOMOC EdD, DM
RENATO B. GOMOC EdD, DM
 Chief ES, CID
 Member

Sherlita A. Palma
SHERLITA A. PALMA PhD, CESO VI
 Asst. Schools Division Superintendent
 Chairman

RECOMMENDED BY:
Thelma Cabadsan-Quitilig
THELMA CABADSAN-QUITILIG, PhD, CESO V
 Schools Division Superintendent

PREPARED BY REGIONAL INSPECTORATE TEAM (RIT):


RACHEL R. CUEVAS
Signature Over Printed
Education Program Supervisor

Signature Over Printed
Name Position/Designation

Signature Over Printed
Name Position/Designation

APPROVED:


ROSEMARIE M. GUINO Ed D
OIC - Chief, QAD

Signature Over Printed

Signature Over Printed
Name Position/Designation

Signature Over Printed
Name Position/Designation