



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

May 24, 2023

REGIONAL MEMORANDUM

No. **495** s. 2023

CAPACITY BUILDING OF SCHOOLS DIVISION KEY OFFICIALS ON THE REVISED SCHOOL-BASED MANAGEMENT (SBM) FRAMEWORK ASSESSMENT PROCESS AND TOOL (APAT)

To: Schools Division Superintendents
All Others Concerned

1. In line with the goal of improving SBM level of Practice among schools through the provision of Technical Assistance, this Office, through the Field Technical Assistance Division (FTAD) shall conduct a Capacity Building of Schools Divisions Key Officials on the Revised SBM Framework Assessment Process and Tool on July 5-7, 2023, at the venue to be announced later.
2. This activity aims to:
 - a. acquaint the SDOs on the revised framework and assessment tool;
 - b. understand the transition from the old to the new assessment tool;
 - c. distinguish the difference between and among levels of practice from level 1 to level 4; and
 - d. know how to document per dimension properly.
3. The participants to this activity are the SGOD Chiefs, Division SBM and TA Coordinators of the Schools Division Office excluding Southern Leyte Division wherein coaching on the SBM APAT was already conducted.
4. This issuance supersedes Regional Memoranda Nos. 282, 309 & 417, s. 2023 SBM Coaching on the revised framework assessment process and tool.
5. Expenses for the board and lodging of the participants, travel of FTAD personnel and other administrative cost incurred relative to the conduct of this activity shall be charged against FTAD RO funds, while travel expenses of SDO participants chargeable to their respective Local Funds subject to the usual accounting and auditing rules and regulations.
6. Immediate dissemination of and compliance with this Memorandum are desired.

[Handwritten Signature]

EVELYN R. FETALVERO, CESO IV



Enclosures: None
 References: FTAD WFP, DM No. 75, s. 2022
 To be indicated in the Perpetual Index under the following subjects:

CAPACITY BUILDING SBM SCHOOLS DIVISIONS TECHNICAL ASSISTANCE

FTAD-REN

Program of Activities

Time/Day	Day 1	Day 2	Day 3
7:00-8:00	Arrival	Breakfast	Breakfast
8:00-8:30	Registration of participants	Short opening program/Wellness Exercise	Short opening program/Wellness Exercise
8:30-9:00	Opening Program	MOL	MOL
9:00-10:30	Session 0: Introduction-SBM Framework	Session 3: SBM Dimension 2- Governnce & Accountability	Session 6: SBM Dimension 5- Curriculum and Instruction (CI)
10:30-12:00	Session 1: Part 1- Performance Improvement (PI)	Session 4: SBM Dimension 3- Human Resource & Team Development (HRTD)	Session 7: SBM Dimension 6- Learning Environment (LE)
1:00-2:00	Open Forum	Open Forum	Open Forum
2:00-3:00	Session 2: SBM Dimension 1- Leadership	Session 5: SBM Dimension 4- Finance Resource Management & Mobilization (FRMM)	TA Mechanism
3:00-3:30			Ways forward: echo to the SHs/ chairpersons and members of the 6 sbm dimensions, conduct self-assessment and submit for division validation.
3:30-4:00	Open Forum	Open Forum	Closing program
5:00-6:00	Dinner	Dinner	Home sweet home
Officer of the Day	SDO-HRDD Representative	SDO-HRDD Representative	SDO- HRDD Representative



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