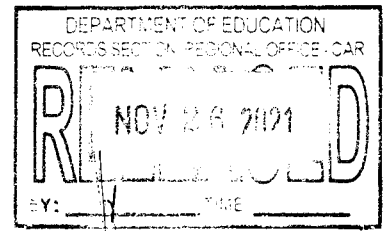




Republic of the Philippines
Department of Education
CORDILLERA ADMINISTRATIVE REGION



November 25, 2021

REGIONAL MEMORANDUM
No. 567.2021

**REITERATING THE ONLINE VALIDATION OF
SCHOOL BASED MANAGEMENT (SBM) LEVEL OF PRACTICE**

To: Regional SBM Task Force
SDO SBM Task Forces
All Divisions
All Others Concerned

1. Pursuant to Regional Memorandum No. 210, s. 2021 "Implementing Guideline on the Online Validation of School Based Management (SBM) Level of Practice" and RM 340, s. 2021 "Online Validation of School Based Management (SBM) Level of Practice", the Regional SBM Task Force **reiterates that the validation for the Advanced Level of SBM (level 3) practice** shall be conducted through **online** platforms.

2. The Part V-Online Validation Process of the aforementioned memorandum is reiterated particularly on the following:

a. School Self-assessment

Provided that school undergone self-assessment and the output claims an achievement of SBM Level 3 practice, the school requests validation by the SDO.

b. SDO SBM Task Force

The SDO facilitates and conducts validation through **rigorous analysis of evidence supporting the SBM Level**. With regards to the mode of validation, it is the discretion of the SDO SBM Task Force either to follow the usual process or establish an alternative / contextualized process provided that the quality of validation will not be compromised.

c. Endorsement of Schools

SDO sends recommendation/endorsement of schools for Level 3 validation to the regional office through Records Section or email address car@deped.gov.ph cc: ftad.depedcar@gmail.com. **Accomplished and signed assessment tools shall be attached to the endorsement.**

d. Uploading of Scanned Evidence/MOVs

SDO assists the recommended schools in digitizing and uploading the scanned evidence/MOVs to the assigned Google Drive folders. School and division SBM Task Force may utilize any accessible cloud storage (preferably Google Drive or Microsoft One Drive) for as long as it follows the same



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structure of folder organization and was coordinated priorly to the Regional SBM Task Force.

All evidence/MOVs should be scanned, saved in Portable Document Format (PDF), and uploaded except for the following:

- SIP – front page, approval/certificate of acceptance only
- COT – 5 samples per year
- HRO PTA meeting – 5 samples per year with minutes of meeting and catch-up plan

e. Preparation of Audio Video Presentation

The audio-video presentation should follow this format:

- Brief history of the school
- Best practices along the 4 SBM Indicators: Leadership and Governance; Curriculum and Instruction; Accountability and Continuous Improvement; Management of Resources
- Gains or effect of SBM Practices to the school, the stakeholders, the learners (Status of School Performance and Student Achievement because of SBM)
- Learning or realization through SBM

3. All SBM Task Forces shall use and be guided with the list of evidence/MOVs in the contextualized SBM assessment tool enclosed in RM 278, s. 2019. Division SBM Task Force shall provide the needed technical assistance to endorsed level 3 schools.

4. All other provision of RM 210, s. 2021 shall be in place and executory.

5. Queries regarding this Memorandum are verified through ftad.depedcar@gmail.com.

6. Immediate dissemination and strict compliance to this Memorandum are desired.


ESTELA LEON-CARIÑO EdD, CESO III
Regional Director