



Republic of the Philippines  
**Department of Education**  
Region IV-A  
SCHOOLS DIVISION OF QUEZON PROVINCE

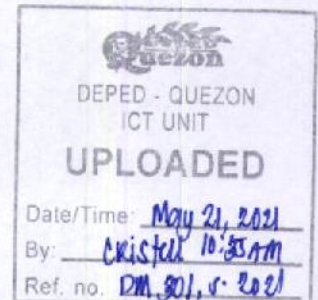
17 May 2021

**DIVISION MEMORANDUM**

DM No. 901, s. 2021

**VIRTUAL VALIDATION OF SBM LEVEL OF PRACTICE**

**To:** OIC-Assistant Schools Division Superintendents  
Division Chiefs  
EPS for SGOD  
SMME Program Specialists  
Public Schools District Supervisors  
All Others Concerned



1. Pursuant to the DepEd Order No. 83, s. 2012 (Implementing Guidelines on the Revised School-Based Management [SBM] Framework, Assessment Process and Tool), this Office announces the conduct of **Virtual Validation of SBM Practices** in reference to Regional Memorandum No. 53, s. 2021 (Guidelines on the Suggested Means of Verification [MQVs] in Assessing and Validating SBM Level of Practice [LoP]).
2. Seeking to confirm the reported SBM-LoP of schools, the School Governance and Operations Division (SGOD) through the School Management Monitoring and Evaluation (SMME) Section announces this virtual validation of select schools with reference to the LoP for SY 2019-2020.
3. The validation activity of the Division Validating Team (DVT) shall be conducted on **May 26, 2021** (Wed), whereas that of the District Validating Team (DsVT) may be conducted any day from **May 25-27, 2021** (Tues-Thurs).
4. The **DVT** shall be composed of the Division Chiefs and/or representatives, Division SBM Coordinator, Education Program Specialist II, and Education Program Supervisor for SGOD.
5. The **DsVT** shall be composed of the Public Schools District Supervisor (PSDS) as convener of the *ad hoc* validation committee, and at least four school heads who have been a member of the district validation committee and attended relevant trainings, or whose school had been validated in the past five years as Advanced LoP by either the Division or Regional Office. These

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criteria shall be considered to ensure the quality of assessment and increase reliability of validation results.

6. The validation results of the DsVT is expected to be forwarded to the SGOD through the link: [tinyurl.com/SBMque2021](http://tinyurl.com/SBMque2021), not later than **May 31, 2021** (Mon). Please see the attached screengrab of the Google Form for reference.
7. Validation shall strictly follow the following processes: **Document Analysis, Observation, and Discussion (DOD)**. Principles must be verified against practice using suggested MOVs.
8. Schools to be validated are highly encouraged to prepare a video documentation of SBM practices covering the four principles (maximum of three minutes).
9. Validators shall foster a friendly atmosphere during the conduct of this activity, and provide recommendations when necessary.
10. The DVT will coordinate with the select schools to be validated for the complete **Zoom meeting credentials** through the SGOD-PSDS private group chat.
11. The online platforms to be used and set-up to be adopted at the district level is left at the discretion of the DsVT.
12. Face-to-face validation is discouraged in reference to the prevailing public health situation. For any concerns, please communicate with the SGOD-SMME Section.
13. At the end of each validation session, both parties are expected to agree on the school's final assessment result which shall be recorded in the report as the **validated SBM-LoP** (Score and Verbal Description).
14. Please see Enclosure for the list of schools scheduled for validation, and download a copy of suggested MOVs from the link: [tinyurl.com/NewSBM2021](http://tinyurl.com/NewSBM2021).
15. Immediate dissemination of and strict compliance to this Memorandum is desired.

  
**ELIAS A. ALICAYA JR., EdD**  
Assistant Schools Division Superintendent  
Officer-in-Charge  
Office of the Schools Division Superintendent

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Enclosure to DM No. 301, s. 2021

<b>Division Validating Team (DVT)</b> May 26, 2021		
<b>Congressional District</b>	<b>Schools District</b>	<b>School/ SY 2019-2020 LoP</b> *based on self-assessment
1	Lucban	<ul style="list-style-type: none"><li>Paaralang Sekundarya ng Lucban (2.19- Maturing)</li></ul>
2	San Antonio	<ul style="list-style-type: none"><li>Sintorisan Elementary School (2.68- Advanced)</li></ul>
3	Catanauan 1	<ul style="list-style-type: none"><li>Catanauan National High School (2.44- Maturing)</li></ul>
4	Lopez West	<ul style="list-style-type: none"><li>San Rafael Elementary School (2.43- Maturing)</li></ul>

<b>District Validating Team (DsVT)</b> May 25-27, 2021		
<b>Congressional District</b>	<b>Schools District</b>	<b>School/ SY 2019-2020 LoP</b> *based on self-assessment
1	Mauban South	<ul style="list-style-type: none"><li>Dr. Maria D. Pastrana National High School (2.26- Maturing)</li><li>Cagsiay 1 National High School (2.18- Maturing)</li><li>Sampaloc National High School (2.43- Maturing)</li></ul>
	Sampaloc	<ul style="list-style-type: none"><li>Adela S. Torres National High School (2.26- Maturing)</li><li>Polillo Central Elementary School (2.64- Advanced)</li><li>Bigyan Elementary School (2.47- Maturing)</li></ul>
	Polillo	
2	Candelaria East	<ul style="list-style-type: none"><li>Sta. Catalina National High School (2.09- Maturing)</li><li>Dr. Panfilo Castro National High School (2.00- Maturing)</li></ul>

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	<p>Tiaong 1</p> <p>Sariaya East</p>	<ul style="list-style-type: none"> <li>• Tiaong East Elementary School (2.23- Maturing)</li> <li>• Doña Concepcion H. Umali Elementary School (2.35- Maturing)</li> <li>• Quezon Science High School (2.01- Maturing)</li> <li>• Pili Elementary School (2.28- Maturing)</li> </ul>
3	<p>San Narciso 1</p> <p>San Francisco 1</p> <p>Padre Burgos</p>	<ul style="list-style-type: none"> <li>• Godofredo M. Tan Integrated School of Arts and Trades (2.67- Advanced)</li> <li>• Gregorio Reyes National High School (2.15- Maturing)</li> <li>• Marcial B. Villanueva National High School (2.18- Maturing)</li> <li>• Tayuman Elementary School (2.01- Maturing)</li> <li>• San Isidro National High School (2.42- Maturing)</li> <li>• Danlagan National High School (2.07- Maturing)</li> </ul>
4	<p>Tagkawayan 2</p> <p>Quezon</p> <p>Calauag West</p>	<ul style="list-style-type: none"> <li>• Tagkawayan National High School (2.32- Maturing)</li> <li>• Bukal Elementary School (2.36- Maturing)</li> <li>• Cesar C. Tan Memorial National High School (2.22- Maturing)</li> <li>• Evaristo R. Macalintal Memorial National High School (2.13- Maturing)</li> <li>• Sto. Domingo National High School (2.35- Maturing)</li> <li>• Bantuliniao Elementary School (2.08- Maturing)</li> </ul>

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### SBM Validation Results (May 25-27, 2021)

NOTE: All information to be provided by the respondent will only be used by the program owners for the purpose of this activity (Validation of SBM Level of Practice, SY 2019-2020) and will be protected by virtue of the Data Privacy Act of 2012.

The name and photo associated with your Google account will be recorded when you upload files and submit this form

Schools District \*

Choose ▼

Name of Public Schools District Supervisor \*

Your answer

Name of School \*

Your answer

Name of School Principal/Head/ OIC and Position (Example: Juan A. Dela Cruz - Principal I) \*

Your answer

Contact Details of School Principal/Head/OIC (Example: 0950-500-4509, [juandelacruz@deped.gov.ph](mailto:juandelacruz@deped.gov.ph)) \*

Your answer

SBM Self-Assessment Score (Numerical and Descriptive; Example: 2.19- Maturing) \*

Your answer

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SBM Self-Assessment Score (Numerical and Descriptive; Example: 2.19-Maturing) \*

Your answer

Validated SBM Level of Practice (Numerical and Descriptive; Example: 2.19-Maturing) \*

NOTE: Numerical rating may be changed depending on the results of evaluation, provided however that both parties agreed.

Your answer

Recommendation/s Provided by Validators \*

Your answer

Narrative Report of Validation Conducted (including pictures with caption) \*

PDF only, maximum of 10 pages

[Add file](#)

Summary Report of SBM Principles (with samples for each principle: snips/screenshots only) \*

PDF only, maximum of 10 pages

[Add file](#)

Submit

Never submit passwords through Google Forms.

-Fin-

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