



Republic of the Philippines
Department of Education
REGION VII – CENTRAL VISAYAS
SCHOOLS DIVISION OF CEBU PROVINCE
DISTRICT OF CORDOVA
GILUTONGAN INTEGRATED SCHOOL

DIVISION MEMORANDUM
No. **549**, s. 2023

December 13, 2013

**GAD- BASED TWO -DAY DIVISION MONITORING AND EVALUATION (M&E), SCHOOL-
BASED MANAGEMENT (SBM) ALIGNMENT OF INDICATORS AND COORDINATION
SEMINAR FOR PUBLIC SCHOOL DISTRICT SUPERVISORS, SELECTED
ELEMENTARY, AND SECONDARY SCHOOL HEADS**

To: Assistant Schools Division Superintendents
Chiefs, CID and SGOD
Section/Unit Heads
Public Schools District Supervisors
Nurse
Non-teaching Personnel
Team Lead Nurses of the Six Sub- Offices
All Others Concerned

1. This Office hereby announces the conduct of the **“GAD- BASED TWO -DAY DIVISION MONITORING AND EVALUATION (M&E), SCHOOL- BASED MANAGEMENT (SBM) ALIGNMENT OF INDICATORS AND COORDINATION SEMINAR FOR PUBLIC SCHOOLS DISTRICT SUPERVISORS, SELECTED ELEMENTARY, AND SECONDARY SCHOOL HEADS”** on December 21-22, 202 at the CEBU BUSINESS HOTEL, Colon St., Cebu City.
2. This in-person/formal face-to-face Division Monitoring and Evaluation and Adjustment (DMEA) and School Based Management (SBM) Review and Plans for SY 2024-2025 seminar for PSDSs, Selected Elementary and Secondary school Heads and Division Office Heads aims to;
 - 2.1. Review and consolidate Concerns, Issues, Gaps, Problems (CIGPs) encountered by each sub- office for SY 2023-2024
 - 2.2. Craft an Implementation Plan for SMEA and SBM monitoring with the Division Field Technical Assistance (DFTA) team for SY 2024-2025.
3. Public Schools District Supervisors (PSDSs) are required to send complete names of one Elementary School Head, and one Secondary School Head which will be sent vial online
4. Travel and other incidental expenses of the participants from the District Office and schools shall be charged against the schools’ MOOE/Local Funds. **Participants from Bantayan and Camotes Islands and members of the Program Management Team (PMT)** are expected to arrive in the afternoon of December 20 (Day Zero) and therefore afternoon snacks and dinner shall be served, regular meal/snack will be

RTG-SREPS-M&E



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shall be served, regular meal/snack will be served on Day 1, December 21 and the last meal/snack will be distributed after lunch meal on Day 2, December 22. Other expenses incurred during the conduct of the program such as, venue, accommodation, meals and snacks of the participants, speakers/facilitators and members of the Program Management Team (PMT) shall be charged against the **DIVISION GAD FUND**, subject to its availability and the usual accounting and auditing rules and regulations.

5. Participants are required to bring laptops and provide communication server.
6. The Division personnel and Section Heads are encouraged to be present on December 22, 2023 to answer all identified CIGPs.
7. This Memorandum serves as Authority to Travel for the participants, speakers/facilitators and the members of the PMT.
8. Immediate dissemination of and compliance with this memorandum are desired.



SENEN PRISCILO P. PAULIN, CESO V
Schools Division Superintendent



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Annex A

**“GAD-BASED TWO-DAY DIVISION MONITORING AND EVALUATION (M&E),
SCHOOL BASED MANAGEMENT (SBM) ALIGNMENT OF INDICATORS AND
COORDINATION SEMINAR PUBLIC SCHOOLS DISTRICT SUPERVISORS AND
SELECTED ELEMENTARY AND SECONDARY SCHOOL HEADS”**

December 21-22, 2023

Cebu Business Hotel, Junquera cor. Colon St, Cebu City

PROGRAM MANAGEMENT TEAM

Responsibility	Personnel In-Charge
Over-all Program Manager	SDS Senen Priscilo P. Paulin, CESO V
Assistant Program Managers	Dr. Lorenzo M. Dizon, CESO VI, ASDS Dr. Fay C. Luarez, ASDS Dr. Victor A. Ybañez, ASDS
Program Coordinator	Dr. Gladys S. Balagtas, OIC SGOD Chief
Asst. Program Coordinator	Dr. Gerardo S. Mantos, EPSVR
Program Manager	Dr. Roderic T. Goles, SEPS M&E
Learning Manager	Mr. Louie G. Monteroso, SEPS-HRD
M&E Coordinator	Dr. Norman O. Blanco, EPS II M&E
Finance Officer	Mr. Romeo A. Go, Accountant III
Logistics/Resource Officers	Mr. Louie G. Monteroso, SEPS-HRD Dr. Desiree A. Mamugay, EPS II-HRD Mr. Romeo J. Banaay, HRDS staff
Welfare/Health Protocol Officer	Mrs. Namue Dela Torre and assigned nurses
Secretariat	Mr. Aniel Loquellano Mrs. Mary Ann B. Celino
Documenter	Mr. Elmer Ocarol Mr. Phineas Jose Y. Zita Mr. Mithz P. Labao
Resource Speakers/Facilitators	Dr. Gladys S. Balagtas Dr. Gerardo S. Mantos Dr. Roderic T. Goles Mrs. Agustina R. Albiso

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