



DIVISION MEMORANDUM

No. 67 s. 2017

To: **Chiefs, CID and SGOD**
Education Program Supervisors
Cluster Heads
Elementary and Secondary School Heads
This Division

FROM: **LEONARDO M. BALALA, CESE**
OIC – Schools Division Superintendent

SUBJECT: **Cluster Re – Orientation and Workshop on the Revised School – Based Management (SBM) Assessment Process and Tool (APAT)**

DATE: July 19, 2017

1. In order to be able to revisit and further strengthen the School – Based Management (SBM) practices in schools, the Division through the School Governance and Operations Division (SGOD) will conduct the Cluster Re – Orientation and Workshop on the SBM Assessment Process and Tool (APAT) in the month of August.
2. In particular, this undertaking is aimed to determine the SBM level of practice of all schools and as well establish the baseline to be used as reference in the provision of technical assistance and other initiatives that shall be carried – out.
3. Anent this, the Division SBM Team shall follow the hereunder schedule per cluster:

Date	Cluster	Venue
August 9, 2017	South Tacurong	Rajah Muda Elementary School
August 10, 2017	East Tacurong	Victorina P. Dasmarinas Elementary School
August 11, 2017	High School	Tacurong National High School
August 15, 2017	Central Tacurong	Tacurong Pilot Elementary School
August 16, 2017	North Tacurong	Abang – Suizo Elementary School
August 17, 2017	West Tacurong	Maria Z. Bayya Elementary School

4. The participants to this re – orientation shall be the School Heads and the Chair of each SBM principle.
5. All Cluster Heads are enjoined to make arrangement with all schools relative to this activity.
6. Expenses to be incurred may be chargeable against local funds subject to the usual accounting and auditing rules and regulations.
7. Widest dissemination of this Memorandum is desired.