



December 28, 2018

DIVISION MEMORANDUM

No. 908 s. 2018

**DIVISION VALIDATING TEAM FOR THE SCHOOL HEADS DEVELOPMENT
PROGRAM BATCHES 1-3 (SHDP) APPLICATION PROJECT**

TO: OIC-Assistant Schools Division Superintendents
Division Chiefs
Education Program Supervisors/ Division Coordinators
Public Schools District Supervisors/Districts-In-Charge
Public Elementary and Secondary School Heads
All Others Concerned

1. This office informs the field of the composition of the Division Validating Team for the School Heads Development Program Batches 1-3 Application Project.

Over-all Chairman: Dr. Wilfreda D. Bongalos, CESO V

Co-chair: Dr. Nilita L. Ragay
Dr. Fay C. Luarez

FIRST CONGRESSIONAL DISTRICT

Cluster Head: Dr. Erlinda N. Calumpang

Members: Ms. Rosela R. Abiera
Ms. Katherine Y. Sedillo
Dr. Antonio Baguio
Dr. Anna Lee A. Amores

SECOND CONGRESSIONAL DISTRICT

Cluster Head: Dr. Rachel B. Picardal

Members: Dr. Donre Mira
Dr. Nonale Q. Resoor
Ms. Iryll Mae S. Macahig
Mrs. Alma Cora Catacutan

THIRD CONGRESSIONAL DISTRICT

Cluster Head: Dr. Carmelita A. Alcala

Members: Dr. Renante J. Juanillo
Dr. Karl T. Credo
Dr. Juliet Tuala
Dr. Dan P. Alar

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2018




Republic of the Philippines
DEPARTMENT OF EDUCATION
Region VII, Central Visayas
SCHOOLS DIVISION OF NEGROS ORIENTAL
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2. Below are the following activities/processes and dates during the validation process.

ACTIVITY	TIMELINE
Division Validating Team Orientation	January 11, 2019
Division Validating Team (DVT) on Site Validation	January 13 – February 1, 2019
Submission of Qualified Application Project in the Regional Office	February 7 – 8, 2019
Submission of Application Project in the Central Office	February 11 – 12, 2019
Completion Ceremony/Awarding	To be announced

3. Attached are the criteria for validating the application project, the rubrics, the SHDP application project validation template, and the expected MOV's.
4. Travelling and other incidental expenses relative to the conduct of the validation of the application project shall be charged to HRTD Funds subject to the usual accounting and auditing rules and regulations.
5. Division Office Validating Team (DOVT) shall coordinate with District Validating Team (DVT) for their transportation during the colloquium and onsite validation.
6. Widest dissemination of this memorandum is desired.


WILFREDA D. BONGALOS, Ph.D., CESO V
Schools Division Superintendent

CRITERIA

EFFECTIVENESS - 45%

*(Extent to which the objectives of the AP
have been expressed in terms of
percentage of accomplishments vs.
targets)*

RUBRICS

<u>EFFECTIVENESS – 45%</u>				
5	4	3	2	1
<ul style="list-style-type: none"> ➤ 100% accomplishment based on target ➤ The project represents an innovative way(s) of addressing the problem ➤ The project is logically linked to clients' problems and unmet needs and underlying causes 	<ul style="list-style-type: none"> ➤ Four indicators are present ➤ 90-99% accomplishment 	<ul style="list-style-type: none"> ➤ Three indicators are present ➤ 80-89% accomplishment 	<ul style="list-style-type: none"> ➤ Two indicators are present ➤ 70-79% accomplishment 	<ul style="list-style-type: none"> ➤ Mechanisms, reports and evidences are not present

EFFECTIVENESS – 45%

5	4	3	2	1
<ul style="list-style-type: none">➤ The project has logical link between the objectives and how project is implemented ➤ The project is directed towards accomplishment of educational outcomes and its collective contribution to the attainment of DepEd VMV	<ul style="list-style-type: none">➤ Four indicators are present➤ 90-99% accomplishment	<ul style="list-style-type: none">➤ Three indicators are present➤ 80-89% accomplishment	<ul style="list-style-type: none">➤ Two indicators are present➤ 70-79% accomplishment	<ul style="list-style-type: none">➤ Mechanisms, reports and evidences are not present

**EFFICIENCY OF IMPLEMENTATION -
40%**

*(Expressed in terms of timeliness and
resources – human, money and materials
used to attain AP objectives)*

EFFICIENCY- 40%

5	4	3	2	1
<p>1. TIMELINESS (20%) Application Project Implementation</p> <p>➤ Application Project is implemented within the target date</p>	<p>➤ Application Project is implemente d 1 month after the target date</p>	<p>➤ Application Project is implemente d 2 months after the target date</p>	<p>➤ Application Project is implemente d 3 months after the target date</p>	<p>➤ Application Project is implemente d 4 months or more after the target date</p>

EFFICIENCY- 40%

5	4	3	2	1
<p>2. RESOURCES (20%) (Human, Money, & Materials)</p> <p>MONEY & MATERIALS (10%)</p> <p>➤ Application Project implementation utilized 100% of the budget</p>	<p>➤ Application Project implementation utilized 95%-99% of the budget</p>	<p>➤ Application Project implementation utilized 90%-94% of the budget</p>	<p>➤ Application Project implementation utilized 85%-89% of the budget</p>	<p>➤ Application Project implementation utilized 84% and below of the budget/overspent</p>

EFFICIENCY- 40%

5	4	3	2	1
<p>HUMAN (5%)</p> <ul style="list-style-type: none"> ➤ 100% utilization of human resources <p>PARTNERSHIP/ (5%) LINKAGE</p> <ul style="list-style-type: none"> ➤ 5 or more partners were involved in the program implementation 	<ul style="list-style-type: none"> ➤ 95%99% utilization of human resources ➤ 4 partners were involved in the program implementation 	<ul style="list-style-type: none"> ➤ 90%-94% utilization of human resources ➤ 3 partners were involved in the program implementation 	<ul style="list-style-type: none"> ➤ 85%-89% utilization of human resources ➤ 2 partners were involved in the program implementation 	<ul style="list-style-type: none"> ➤ 84% & below of the human resources utilized ➤ 1 partner was involved in the program implementation

APPLICATION OF LEARNING - 10%

(Extent to which the project has integrated learnings from SHDP)

APPLICATION OF LEARNING (10 %)

5	4	3	2	1
<p>All 7 domains of NCBSSH are integrated to the Application Project (AP).</p>	<p>Only 5-6 domains of NCBSSH are integrated to the Application Project.</p>	<p>Only 3-4 domains of NCBSSH are integrated to the Application Project.</p>	<p>Only 1-2 domains of NCBSSH are integrated to the Application Project.</p>	<p>No domain of NCBSSH is integrated to the Application Project.</p>
<ul style="list-style-type: none"> ➤ School Leadership ➤ Instructional Leadership ➤ Creating a student-centered climate ➤ HR management and professional development ➤ Parents involvement and community linkages 				

APPLICATION OF LEARNING (10 %)

5	4	3	2	1
All 7 domains of NCBSSH are being integrated to the Application Project (AP).	Only 5-6 domains of NCBSSH are being integrated to the Application Project.	Only 3-4 domains of NCBSSH are being integrated to the Application Project.	Only 1-2 domains of NCBSSH are being integrated to the Application Project.	No domain of NCBSSH is being integrated to the Application Project.
<ul style="list-style-type: none"> ➤ School management and Operation ➤ Professional and Personal Attributes and Interpersonal Effectiveness 				

APPLICATION OF LEARNING (10 %)

5	4	3	2	1
All 7 domains of NCBSSH are being integrated to the Application Project (AP).	Only 5-6 domains of NCBSSH are being integrated to the Application Project.	Only 3-4 domains of NCBSSH are being integrated to the Application Project.	Only 1-2 domains of NCBSSH are being integrated to the Application Project.	No domain of NCBSSH is being integrated to the Application Project.
<ul style="list-style-type: none"> ➤ School management and Operation ➤ Professional and Personal Attributes and Interpersonal Effectiveness 				

REPLICABILITY- 5%

SHDP APPLICATION PROJECT VALIDATION TEMPLATE

Name of Proponent: _____ District: _____

School: _____ Division: _____

Project Title	Effectiveness (45%)	Efficiency (40%)			Application of Learning (10%)	Replicability (5%)	Total (100%)
		Timeliness (20%)	Resources (15%)	Partnership (5%)			

Validated by: _____

Date of Validation: _____

MEANS OF VERIFICATION (MOV's)

EXPECTED MOV's BUT NOT LIMITED TO:

- | | |
|---|--|
| <ul style="list-style-type: none">• SIP/AIP/RPMS• School Memo/Letters• Training/Activity Design/ AP• MOU/MOA/DOD• Transparency Board• Minutes of the Meeting• Pictures• Program of Works• Copies of Program• Liquidation Report• NSBI• Teacher's Portfolio• ORVT/PHILIRI/EGRA• Nutritional Status• SRYEA/ECCD | <ul style="list-style-type: none">• School Form• Anecdotal Record• SPPD• NCBTS/TSNA/IPPD• Performance Indicators• SBM Level of Practice• NCBSSH• OPCRF/IPCRF• Attendance Sheets• Activity Completion Report• Inventory of Supply, Equipment, Books/
Property/ICS• Logbook• Certificates• Etc. |
|---|--|