

Republic of the Philippines
Department of Education
 SCHOOLS DIVISION OF MARINDUQUE

Office of the Schools Division Superintendent

MEMORANDUM

SGOD-2025-182

TO: Asst. Schools Division Superintendent
 Chief Education Supervisors
 Public Schools District Supervisor, Buenavista District
 School Head, Buenavista National High School
 All Others Concerned

FROM: **LYNN G. MENDOZA, EdD**
 OIC, Schools Division Superintendent

SUBJECT: **PARTICIPATION TO REGIONAL FLEXING OF SBM INITIATIVES, SUCCESSES AND BEST PRACTICES**

DATE: October 21, 2025

1. With reference to attached Regional Memorandum No. 134, s. 2025 on the conduct of **Regional Flexing of SBM Initiatives, Successes, and Best Practices** to be held on November 26-28, 2025 at the Regional Education Learning Center (RELC), Puerto Galera, Oriental Mindoro, this Office, thru the School Governance and Operations Division, announces the official list of participants from the Schools Division of Marinduque:

Name	Position/Designation	School/District/ Office
Mrs. Maita M. Lazares	Chief Education Supervisor	School Governance and Operations Division
Dr. Fretzie P. Alcantara	Senior Education Program Specialist - SMM&E / Division SBM Coordinator	School Governance and Operations Division
Dr. Maridel G. Lincallo	Public Schools District Supervisor	Buenavista District
Mrs. Thelma M. Salvacion	Principal II	Buenavista National High School
Mr. Herold S. Tawid	Teacher I	Buenavista National High School



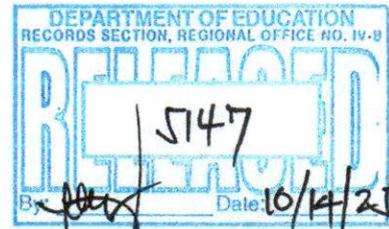
Address: T. Roque St., Malusak, Boac, Marinduque
 Tel. No.: (042) 754-0247 ● Fax No.: (042) 332-1611
 Email: marinduque@deped.gov.ph
 Website: <https://depedmarinduque.com>

2. School head of participating teacher shall ensure compliance with DepEd Order No. 9 s. 2005 titled "Instituting Measures to Increase Time-on-Task and Ensuring Compliance Therewith". Teacher-participant shall likewise prepare lesson materials in advance to enable the relieving teacher/s to handle the classes effectively.
3. Travel and other related expenses of the participants in this activity shall be charged to local funds, subject to the usual accounting and auditing rules and regulations.
4. For queries and clarification, please contact Mrs. Maita M. Lazares, OIC-Chief Education Supervisor, School Governance and Operations Division, and Dr. Fretzie P. Alcantara, Senior Education Program Specialist – SMM&E / Division SBM Coordinator via fretzie.alcantara@deped.gov.ph or 09685246494.
5. Immediate dissemination of and compliance with the contents of this Memorandum are desired.

/SGOD-SMM&E-FA



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Republic of the Philippines
Department of Education
MIMAROPA REGION

Office of the Regional Director

October 13, 2025

REGIONAL MEMORANDUM

No. 134 s. 2025

**REGIONAL FLEXING OF SBM INITIATIVES, SUCCESSES
AND BEST PRACTICES**

**TO : SCHOOLS DIVISION SUPERINTENDENTS
CHIEF EDUCATION SUPERVISORS, FTAD AND SGOD
EDUCATION PROGRAM SUPERVISORS, FTAD AND SGOD
DIVISION SBM COORDINATORS
PUBLIC SCHOOLS DISTRICT SUPERVISORS
PUBLIC SCHOOL PRINCIPALS
ALL OTHERS CONCERNED**

1. The Department of Education (DepEd) MIMAROPA region, through the Field Technical Assistance Division shall conduct a **Regional Flexing of SBM Initiatives, Successes, and Best Practices with the theme: Mapping the Future: Unveiling the Journey of the New SBM Policy** on November 26-28, 2025, at the Regional Education Learning Center (RELC), Puerto Galera, Oriental Mindoro.
2. The activity aims to:
 - a. provide a platform for educators to share successful strategies and practices that have improved learning outcomes.
 - b. address issues of inclusivity, diversity, and equity in school governance and curricular decisions and;
 - c. recognize the school's innovations and SBM best practices that can be adopted or benchmarked with other schools.
3. The Regional Flexing of SBM will be highlighted by a plenary session on initiatives of School Heads exemplifying various exhibits of SBM initiatives, successes and best practices from the seven (7) Schools Division Offices. A certificate of recognition will be awarded to SDOs who shared exemplary accomplishment on School-Based Management System.
4. The guidelines for the exhibits of SBM initiatives, successes, and best practices shall be provided as Enclosure of this Memorandum for the SDOs to have reference and direction in crafting and displaying the SBM related materials.
5. Apart from the above-mentioned activity is a 5-minute video presentation from the seven SDOs of identified districts with a successful intervention anchored on any of the six (6) dimensions of SBM intended to address issues on access,

FTAD-MFP



Address: Meralco Avenue corner St. Paul Road, Pasig City
Telephone Nos.: (02) 8631-4070 | (02) 8637-2895 | (02) 8637-1799
Email Address: mimaropa.region@deped.gov.ph
Website: depedmimaroparegion.ph



literacy and numeracy and shortage of school facilities. This initiative is in partnership with the LGU or community stakeholder. This will be presented by the Public Schools District Supervisor and will be followed by the statement of support from the LGU representative or community stakeholder through a video message as partner in the pursuit of the initiative. Awarding of certificate of recognition to the school head and partner shall be done during this part of the activity.

6. The SDOs are requested to gather the 5-minute video presentation of a successful intervention of the identified district and submit to the region on or before November 14, 2025, through this email address: ftad.mimaroparegion@deped.gov.ph

7. Expected participants are the following:

Offices	Participants	No.
	Guest	1
Regional Office	RD, Nicolas T. Capulong	6
	ARD, Cherrylou D. Repia	
	Dr. Ritchie G. Diola	
	Dr. Manolo F. Perez	
	Dr. Efraim C. Fernando	
	Jeffrey Sargado	
Schools Division Office	SGOD Chiefs	7
	Division SBM Coordinators	7
	Public Schools District Supervisor	7
	School Heads	7
	Total	35
	Occidental Mindoro	4
	Oriental Mindoro	4
	Calapan City	4
	Marinduque	4
	Romblon	4
	Palawan	4
	Puerto Princesa City	4
	Total	28

8. Attached with this Memorandum are the following enclosures:

- a. Enclosure No. 1- Indicative Program of Activities
- b. Enclosure No. 2- Guidelines for the Exhibits of SBM Initiatives, Successes and Best Practices
- c. Enclosure No. 3- Format and Guidelines for a 5-Minute Video Presentation of the District Office on Successful Intervention

9. Participants shall check-in as they arrive at the venue on November 26, 2025, while check-out shall be at 12:00 noon of November 28, 2025. First meal is PM snack of November 26, and last meal is AM snack of November 28, 2025.

10. Travel and other related expenses of the participants in this activity shall be charged to the local funds, subject to the usual accounting and auditing rules and regulations.

11. An online meeting with the Division SBM Coordinators to discuss matters concerning the preparation of the video presentation and exhibits of SBM documents and materials during the conduct of the activity.

12. Queries concerning this matter shall be directed to the Field Assistance Division, Attention: Dr. Ritchie G. Diola, PhD, Chief Education Supervisor, through ftad.mimaroparegion@deped.gov.ph or Dr. Manolo F. Perez, Education Program Supervisor/ Regional SBM Focal person at this mobile number; 09196984591.

11. Dissemination of and compliance with this Memorandum is directed.



NICOLAS T. CAPULONG, PhD, CESO III
Director IV
Regional Director



Enclosure 1

Indicative Program of Activities

DATE TIME	ACTIVITY	FACILITATOR
November 26	Travel Time	
6:00-12:00 AM		
12:00-1:30 PM	Arrival of Guest, Key Officials and Participants	
1:30-2:00 PM	Registration	
2:00- 2:30 PM	Opening Program	FTAD Personnel
2:30- 2:45 PM	Health Break	
2:45-4:00 PM	Keynote Speech: Mapping the Future: Unveiling the Journey of the New SBM Policy (TBI)	
4:00-5:00	Debriefing with the FTAD Personnel and Division SBM Coordinators	Ritchie G. Diola, PhD Chief Education Supervisor FTAD
5:00-6:00	Free Time	FTAD Personnel
6:00-7:00	Dinner	
	Officer of the Day	Manolo F. Perez, PhD Education Program Supervisor FTAD
November 27		
6:30 AM- 7: 30 AM	Breakfast	FTAD Personnel
7:30 AM- 8:00 AM	Management of Learning	
8:00 AM-10:00 AM	Video Presentation of District Successful Intervention and Commitment Message of Stakeholder Partner (Per SDO)	Public Schools District Supervisor
10:00 AM- 10:15 AM	Health Break	
10:15 AM- 12:00 PM	Stakeholders Engagement ARD, CherryLou D. Repia	Public Schools District Supervisor
12:00 PM- 1:00 PM	Lunch Break	
1:00 PM- 2:00PM	Elevating Excellence: Showcasing Innovation, and Best Practices in School- Based Management	
2:00-2:15:00 PM	Health Break	
2:15-4:00-PM	Presentation of SBM Initiatives, Successes and Best Practices of the SDOs (Gallery Walk)	Division SBM Coordinator and School Head
3:15- 4:00 PM	Continuation: Presentation of SBM Initiatives, Successes and Best Practices of the SDOs (Gallery Walk)	Division SBM Coordinator and School Head
4:00- 4:30 PM	Awarding of Certificate of Recognition	ARD/FTAD-CES
4:30 – 5:00 PM	Debriefing	Ritchie G. Diola, PhD Chief Education Supervisor FTAD
5:00-6:00 PM	Free Time	
6:00-7:00 PM	Dinner	
November 28		
6:30 AM- 7: 30 AM	Breakfast	FTAD Personnel
7:30 AM- 8:00 AM	Management of Learning	
8:00-10:00-AM	Closing Program	
10:00-11:00 AM	Free Time	
11:00-12:00 PM	Lunch Break	
12:00-1:00 PM	Home Sweet Home	

Enclosure 2

Guidelines and Format for the Exhibits of SBM Initiatives, Successes and Best Practices

A. Guidelines for the Presentation

1. The school head shall present the SBM initiatives, successes, and best practices of the school in the six dimensions of SBM.
2. The display of the photo exhibits shall be categorized according to the dimension of SBM.
3. Each presenter will be given a 5-minutes to discuss the context of the displayed photos.
4. The presentation should follow this format:
 - a. Brief profile of the school
 - b. Initiatives and best practices along the six dimensions of SBM:
Leadership; Governance and Accountability; Human Resources and Team Development; Finance and Resource Management and Mobilization; Curriculum and instruction; and Learning and Environment.
5. Gains or effect of the initiatives to the school, stakeholders, and the learners.
6. Learnings or realization through the conduct of the initiatives.

B. Guidelines for the Documents Exhibits

- 1 The presenter from each SDO is requested to display relevant documents or materials in an assigned area in the plenary.
- 2 The display must show document evidence along the six dimensions of SBM showing the initiatives adopted by the school.
- 3 Display must also include evidence of significant improvement of the school through effective implementation of SBM.
4. Each display area must have a guardian or keeper to explain what the displays are and to answer queries from the observers during the gallery walk of the participants.
5. Each SDO is accountable in making the display area presentable and appreciable.
- 6 The Regional Office will determine the assigned area per SDO for the exhibits

Enclosure 3

Format and Guidelines for a 5-Minute Video Presentation

A. Story Board of the 5-Minute Video Presentation

1. Introduction (Profile of the District)
2. Name of the District and Brief Background
3. District Demographics
4. Number of schools

B District's Successful Intervention

1. Brief background of the successful intervention implemented in the district.
2. Mention the steps taken to implement the breakthrough strategies
3. Highlight the strong collaboration with the district and stakeholders
4. Show how the intervention addressed the specific challenges
5. Gains or effect of the initiatives on issues in access, literacy and numeracy, and shortage in school facilities.
6. Present a measurable improvement in students' performance and addressed the gaps.

B. Technical Specifications of the 5-Minute Video Presentation

Technical specifications to consider for optimal quality, compatibility, and performance:

1. Resolution
 - Standard HD (720p): 1280 x 720 pixels
 - Full HD (1080p): 1920 x 1080 pixels
 - 4K (2160p): 3840 x 2160 pixels
2. Aspect Ratio: 16:9
3. File Format: MP4
4. Frame Rate: 30 fps
5. Audio Specifications: 44.1 kHz