



Republic of the Philippines  
Department of Education  
**DIVISION OF MISAMIS ORIENTAL**  
Velez St., Cagayan de Oro City  
Del Pilar-Velez St., Cagayan de Oro City  
website: www.misor.net



August 13, 2014

**TO:**            **Adefer Caño**                            **Laguindingan NHS**  
                  **Marilyn Aban**                           **Baliwagan NHS**  
                  **Lea Lou Fabria**                        **Laguindingan CS**  
                  **Gina Cagang**                            **Baliwagan CS**  
                  **Marie Emerald Cabigas**            **MOGCHS**  
                  **Joel Potane**                             **Kibungsod NHS**

**From:**        **CHERRY MAE L. LIMBACO, Ph.D., CESO V**  
                  Schools Division Superintendent

**Re:**            **Regional Planning Meeting for Training- Orientation on Continuous  
                  Improvement Program and on Application of SBM Action Researches**

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Pursuant to Regional Memorandum No. 55, s. 2014 entitled Training-Orientation on Continuous Improvement Program and on the Application of SBM Action Researches, you are advised to attend a Regional Meeting on August 15, 2014 at the Regional Office Conference Room at 8:00 o'clock in the morning.

For compliance.

CLL/egd



Republic of the Philippines  
Department of Education  
**REGION X - NORTHERN MINDANAO**  
Gregorio A. Pelaez, Sr. Memorial Sports Center  
Velez Street, Cagayan de Oro City



July 31, 2014

**REGIONAL MEMORANDUM**

No. 11, s. 2014

**Training-Orientation on Continuous Improvement Program  
and on the Application of SBM Action Researches**

To: The Schools Division Superintendents  
This Region

1. To advocate research as one of the mandates in the Department, a Training-Orientation on the Application of Winning SBM Action Researches shall be conducted on **September 16-18, 2014** at the Regional Educational Learning Center (RELC), Cagayan de Oro City.
2. The activity aims to achieve the following objectives:
  - a. Provide a comprehensive details in the application of winning researches in the assigned school/s;
  - b. Present studies on the Continuous Improvement anchored on research program; and
  - c. Enhance the participants' understanding in working out an action research towards a goal of continuous improved school performance.
3. Participants to this workshop are Education Program Supervisors In charge of Research and Continuous Improvement, Public Schools District Supervisors (PSDS), School Heads and Teachers as presenters being winners in the 2013 SBM Action Research, the distribution of which is found in Enclosure 1.
4. Enclosures include the names of the winners in the 2013 SBM Action Research who are requested to prepare a 5-minute presentation of the winning research which provides a rationale of its application in the school. The schedules of presentation are found in the Matrix. There will be a **meeting of the identified school heads and teacher-presenters on August 15, 2014** at the Regional Office Conference Room to discuss the process of presentation.
5. The accommodation and training materials are chargeable against regional MOOE funds while travel expenses of all participants for the meeting and for the actual training-orientation shall be charged against local funds subject to the usual

accounting and auditing policies, rules and regulations. Divisions of Oroquieta City, Misamis Occidental, Ozamis City, Tangub City, Lanao del Norte and Camiguin are advised to check in on Day 0. First meal is breakfast of Day 1 and last meal is dinner of Day 3.

6. Immediate dissemination of this Memorandum is desired.

*primary*  
**ATTY. SHIRLEY O. CHATTO**  
Chief Administrative Officer  
Officer In Charge  
Office of the Regional Director *7*

Abb/Reg/Meemo  
Akoyant: + - (R.O. 1-02)  
To be indicated in the Regional Index under the following subjects:  
**PROGRAM TRAINING WORKSHOP**

## Enc. 1

## Distribution of Participants

Division	EPS (Research)	EPS (Continuous Improvement)	PSDS	School Head Presenters	Teacher Presentors	TOTAL
Bukidnon	1	1	4			6
Camiguin	1	1	3		Winnie Najjal	6
Cagayan de Oro City	1	1	2	Raul Dechosa	Darlenie Tulang Ana Escobar Jean Loquillano	8
El Salvador City	1	1	2			4
Gingoog City	1	1	2			4
Iligan City	1	1	2	Roberto Napere		5
Lanao del Norte	1	1	4		Earl Villagonzalo	7
Malaybalay City	1	1	1	John Rarogal	Purisima Yap	5
Misamis Occidental	1	1	6			8
Misamis Oriental	1	1	1	school heads of Baliwagan CS, Baliwagan NHS, Laguindingan CS, Laguindingan NHS)	Marie Emerald Cabigas Joel Potane	9
Oroquieta City	1	1	1	Ametancio Bualat Nimfa Magsayo Maricris Traspe Elsa Aganos		7
Ozamis City	1	1	1	Ian Francis Veloso Rosaly Lato	Jeryn Penaco	6
Tangub City	1	1	1		Shirley Alivio Susan Lebonfacil	5
Valencia City	1	1	1	Margie Bayagna Susan Olana	Jayvy Vigafria	6
Regional Office	8					8
Other Personnel	2					2
<b>TOTAL</b>	<b>24</b>	<b>14</b>	<b>31</b>	<b>15</b>	<b>12</b>	<b>96</b>



TRAINING MATRIX

TIME	DAY 1	DAY 2	DAY 3
7:30 a.m. 8:30 a.m.	Registration	7:30 a.m. 8:00 a.m. Preliminaries	Preliminaries
8:30 a.m. 9:00 a.m.	Opening Program  <b>Presentation of Training Rationale</b> <i>Angelina B. Buaron</i> <i>EPS English, CLMD</i> <i>DepEd Region X</i>	8:00 a.m. 8:20 a.m. CI Programme Overview Systems Perspective of School <i>Erinda Dael, Ph.D.</i> <i>EPS, Division of Mis. Or.</i>  <b>Facilitating Change</b> <i>Allan L. Mansaladez</i> <i>OIC-Chief, PPRD</i> <i>DepEd Region X</i>	<b>Workshop Research-Based on Processes</b>
9:00 a.m.  12:00 am	<b>Presentation of Researches and Identification of the Processes Involved in the Research</b> Principle 1	<b>STAGE 1 – ASSESS</b> 1. Get organized. 2. Talk with your customer  <b>BREAK</b> (10:30 – 10:45 a.m.)  3. Walk the process. 4. Identify priority improvement areas.	10:00 a.m. <b>Presentation of Output</b>
12:00 nn 1:30 p.m.	LUNCH BREAK	LUNCH BREAK	LUNCH BREAK
1:30 p.m.   6:00 p.m.	Principle 2  Principle 3  Principle 4	<b>STAGE 2 – ANALYZE</b> 5. Do root cause analysis. 6. Develop solution 7. Finalize improvement plan  <b>BREAK</b> (3:00 – 3:15 p.m.)  <b>STAGE 2 – ANALYZE</b> 8. Pilot solution. 9. Roll out solution. 10. Check progress	<b>Presentation of Output</b>   3:00 p.m. Open Forum 4:00 p.m. Graduation
<b>Anchors</b>	<b>Angelina B. Buaron</b> <i>EPS English, CLMD</i> <b>Rogelio J. Bahian, Ph.D.</b> <i>Chief, HRDD</i>	<b>Allan L. Mansaladez</b> <i>OIC Chief, PPRD</i> <b>HRDD Staff</b>	<b>Rogelio C. Evangelista</b> <i>Chief, FTAD</i> <b>HRDD Staff</b>

good data. Highlight or encircle the items referred in your analysis for clarity  
 Report Buaron, 9/27/2013