

Republic of the Philippines  
DEPARTMENT OF EDUCATION  
Region X  
DIVISION OF MISAMIS ORIENTAL  
Cagayan de Oro City  
www.depedmisor.net



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November 23, 2015

**DIVISION MEMORANDUM**

No. 441, s. 2015

TO: **Roie M. Ubay-ubay**, Principal II – Alubijid CS, Alubijid District  
**Wilfreda S. Palasan**, HT-III – Lourdes-Alubijid NHS, Alubijid District  
**Dahlia F. Fabillar**, HT-V – Sampatulog IS, Alubijid District  
**Welia L. Obsioma**, HT-I – Taparak ES, Alubijid District  
**Mary Cherry E. Egnalig**, HT-I – Abunda ES, Magsaysay District  
**Willie B. Abregana**, Principal I – Cabubuhan ES, Magsaysay District  
**Edenieta G. Ratilla**, Teacher III – Kauswagan ES, Magsaysay District  
**Gregorio T. Odtohan**, Principal I – Kimaya ES, Magsaysay District  
**Yasmin B. Flores**, Principal I – Sta. Cruz ES, Magsaysay District  
**Roy S. Largo**, Teacher III – Tinaan ES, Magsaysay District  
**Emere C. Jenisan**, Principal II – Gov. Pelaez ES, Medina District  
**Rodrigo N. Abe-abe**, HT-I – Tambagan ES, Medina District  
**Glenn S. Mutia**, Principal I – Tup-on ES, Medina District  
**Necifora E. Cainoy**, Principal I – Natubo ES, Jasaan District  
**Eunilita Zarate**, HT-I – Bolisong ES, Kinoguitan District  
**Hermes Joymar T. Labiano**, HT-I – Mapua ES, Kinoguitan District  
**Iva S. Salacinas**, HT-III – Kitambis ES, Sugbongcogon District  
**Marife Leonora R. Caculba**, HT-III – Mangga ES, Sugbongcogon District

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

SUBJECT: **ATTENDANCE TO THE REGIONAL RESEARCH CONGRESS CUM  
SCHOOL-BASED MANAGEMENT (SBM) GENERAL ASSEMBLY**

1. As per Regional Memorandum No. 80, s. 2015 Re: **Regional Research Congress cum School-Based Management General Assembly**, you are hereby directed to attend the Regional Research Congress cum SBM General Assembly on November 25–27, 2015 at Grand Caprice Convention Center, Limketkai Center, Cagayan de Oro City.
2. The regional qualifiers for SBM Level of Practices validation (Level II and III) shall be given recognition in the evening of Day 2 (November 26, 2015). Principals are required to represent the school in receiving the Plaque of Recognition. Likewise, awardees are advised to come in Formal Attire during the Gabi ng Parangal.

3. Each SBM Awardee is charged with a registration fee of Three Thousand Pesos (Php3,000) to defray the cost of food, and other operational expenses. Registration at the venue will start at 1:00 PM on November 25, 2015. Also, School Heads Awardees must attend the whole duration of the assembly.
4. Transportation expenses, registration and other expenses relative to the participation of this activity shall be charged against local funds subject to the usual accounting and auditing policies, rules and regulations.
5. Enclosed is the Regional Memorandum on details about the activity.
6. Immediate and wide dissemination of this memorandum is enjoined.

CLL/daa-gpm



Republic of the Philippines  
Department of Education  
**REGION X-NORTHERN MINDANAO**  
Fr. Masterson's Avenue, Zone I  
Upper Balulang, Cagayan de Oro City



October 15, 2015

**REGIONAL MEMORANDUM**

No. 80, s. 2015

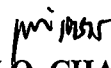

**REGIONAL RESEARCH CONGRESS  
CUM SCHOOL-BASED MANAGEMENT GENERAL ASSEMBLY**

To : Schools Division Superintendents  
Assistant Schools Division Superintendents  
This Region

1. DepEd Regional Office through the collaboration of Quality Assurance Division, Curriculum and Learning Management Division and the Policy, Planning and Research Division will hold the Regional Research Congress Cum School-Based Management General Assembly on November 25-27, 2015 to be held at Grand Caprice Convention Center, Limketkai Center, Lapasan , Cagayan de Oro City.
2. The systems and procedures including the criteria set for the research competition shall be in accordance to the ACCESSs principles of School-Based Management:
  - a. Leadership and Governance
  - b. Curriculum and Learning
  - c. Accountability and Continuous Improvement
  - d. Resource Generation
3. The gathering shall be highlighted by the awarding of SBM Accredited Schools, supportive Stakeholders, and the presentation of Continuous Improvement (CI)-based researches of division winners, properly endorsed by the Schools Division Superintendents.
4. Participants to this activity are the Schools Division Superintendents (SDS), Assistant Schools Division Superintendents (ASDS), Regional Chiefs (CLMD, FTAD, HRDD, QAD, PPRD, AD, FD, ESSD), Division Chiefs (CID, SGOD), Education Program Supervisors (Region and Division), Education Program Specialist-Planning & Research, Division SBM Coordinators, Public Schools District Supervisors (PSDS), SBM Awardees, Stakeholder-Awardees, and Research Presenters.
5. Research competition shall be in Oral and Poster Presentations. Mechanics are found in the enclosures.
6. Qualifiers for SBM Level of Practices validation, Level II and III shall be given recognition in the evening of Day 2 (November 26, 2015). Principals are required to

represent the school and the community efforts in receiving the Plaque of Recognition. Likewise, they are advised to come in Formal Attire during the Gabi ng Parangal.

7. The List of awardees shall be disseminated through an Advisory. School Heads awardees must attend the whole duration of the congress.
8. Each participant including the SBM Awardees is charged with a registration fee of Three Thousand Pesos (P3,000.00) to defray the cost of food, prizes, and other operational expenses. Early registration/Advance payment is required to facilitate the requisite resources prior to the actual assembly. Registration at the venue will start at 1 PM on November 25, 2015. First meal and last meal to be served is dinner on November 25 and lunch of November 27, 2015 respectively. Afternoon snacks of November 27 shall still be served.
9. Deadline for early registration/advance payment will be on or before November 9-10, 2015 through the Regional Cashier. The Division SEPS for Planning and Research/Division Research Coordinator will facilitate the collection in their respective division through the Division Cashier.
10. Advance payment will be deposited to the Development Bank of the Philippines.  
Account Name: DepEd-X Miscellaneous  
Account Number **0810-020031-080**
11. Transportation expenses, lodging, registration, and other expenses relative to the participation of this activity shall be charged against local funds subject to the usual accounting and auditing policies, rules and regulations.
12. The following enclosures provide the details about the activity:
  - a. Enclosure No. 1 - Research Congress Guideline
  - b. Enclosure No. 2 -Registration Form
  - c. Enclosure No. 3 -Criteria for Judging the Best Papers
  - d. Enclosure No. 4 -Distribution of Participants
  - e. Enclosure No. 5 -Research Proforma
  - f. Enclosure No. 6 -Indicative Schedule
13. For clarification and information, please contact Grace Quiblat, Education Program Specialist II, Policy, Planning & Research Division @ 088-856-3932.
14. Immediate dissemination of this memorandum is desired.

  
**ATTY. SHIRLEY O. CHATTO**  
Chief Administrative Officer   
Officer In-Charge  
Office of the Regional director

Enclosure No. 1



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### GUIDELINES

1. Only entries submitted on the set deadline, November 2, 2015, properly endorsed by the Schools Division Superintendent shall be considered for the contest.
2. Entries in both oral and poster presentations shall be submitted in three (3) copies, properly labeled using the Research Proforma (Enclosure No. 5)
3. A total of 112 research entries shall be made available for judging.
 

Strand 1, (Principle 1) Leadership & Governance	14 Divisions
Strand 2, (Principle 2) Curriculum & Learning	14 Divisions
Strand 3, (Principle 3) Accountability and Continuous Improvement	14 Divisions
Strand 4, (Principle 4) Resource Management and Mobilization	14 Divisions
4. Principles 1,3 and 4 shall be coming from School Heads/Supervisors/ Education Program Specialists while entries for Principle 2 shall be from Teachers.
5. All Division winners will receive a Certificate of Recognition and Cash Awards.
6. Winners for Oral and Poster Presentation in the Regional Level will receive Cash Awards (1<sup>st</sup> place to 5<sup>th</sup> place)
7. Entries for each strand in the Oral Category will be trimmed down into five (5) which will be identified by the Regional Committee. Identified entries will be disseminated through an advisory.
8. Judging shall be done following this criteria:
 

A. Full Research in Hard Copy		60%	}
a. Research	25%		
b. Clear Focus	20%		
c. Reasoning	25%		
d. Document	15%		
e. Writing Mechanics	15%		
<b>TOTAL</b>	<b>100%</b>		
B. 1. Oral Presentation, CI-Based		40%	
a. Presentation (Assess, Analyze, Act)	40%		
b. Voice of the Customers	30%		
c. Quality (practical/realistic)	20%		
d. Stage Presence	10%		
<b>TOTAL</b>	<b>100%</b>		
B. 2. Poster Presentation, CI-Based		40%	
9. The following time frame for oral presentation is strictly observed:
  - 10-15 minutes for oral presentation
  - 5 minutes per panel reactor

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Schools Division Superintendent

Enclosure No. 3



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### CRITERIA FOR JUDGING THE BEST PAPERS

**A. Clear Focus (20%)**

Is the topic clear? Is it relevant to the conference theme? Is it clearly introduced at the beginning of the paper? Are the body of the paper and its conclusion clearly related to the topic?

**B. Research (25%)**

Does the paper contain enough information to back up its ideas? Are there enough sources of information? Are the sources reliable? Are they current? Are they varied and balanced, especially on controversial issues? When appropriate, has the paper used different types of sources such as books, journals, newspapers, interviews, or the internet?

**C. Reasoning and Organization (25%)**

Are the key concepts defined and presented in a clear way? Does the paper's argument follow a logical outline? Are the parts of the paper coherent? Are they logically connected?

Is information presented clearly? When appropriate, did the paper use statistics, tables, and/or graphs?

**D. Documentation (15%)**

Is the information documented in the body of the paper? Are the sources cited in the APA Style? Are they in the right places?

Does the paper's "References" page list all the works cited in the paper and no other? Are they cited correctly?

**E. Writing Mechanics (15%)**

Is the paper free of grammatical, spelling, and typing errors? Are the sentences short, clear, and free of unnecessary jargon?

*Reference: DepEd Memorandum No. 168, s. 2012)*

*Handwritten signature/initials*

Enclosure No. 5



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### PROFORMA FOR RESEARCH ENTRY

Title: \_\_\_\_\_  
\_\_\_\_\_

Research Proponent: \_\_\_\_\_

Position: \_\_\_\_\_

Division/District: \_\_\_\_\_

Oral Presentation: Kindly check ()

- Principle 1
- Principle 2
- Principle 3
- Principle 4

Poster Presentation: Kindly check ()

- Principle 1
- Principle 2
- Principle 3
- Principle 4

**FULL VERSION OF THE ACTION RESEARCH PROJECT**  
(Not exceeding 3,000 words)

Endorsed by: (Division Research Screening Committee)

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Enclosure No. 6



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**REGIONAL RESEARCH CONGRESS  
 CUM SCHOOL-BASED MANAGEMENT GENERAL ASSEMBLY**

**November 25-26, 2015**

**INDICATIVE PROGRAM OF ACTIVITIES**

Time	Day 1 (November 25, 2015)	Day 2 (November 26, 2015)	Day 3 (November 27, 2015)
	<b>BREAKFAST</b>		
8:00-9:00	Arrival	Gallery Walk: Poster Presentation Session	Gallery Walk: Poster Presentation Session
9:00-10:00		Paper Presentation Sessions	Paper Presentation Sessions
10:00-11:00			
11:00-12:00			
	<b>LUNCH BREAK</b>		
1:00-2:00	Registration & Distribution of Conference Kits	Paper Presentation Sessions	Closing Program
2:00-3:00			
3:00-4:00	Opening Program		Gallery Walk: Poster Presentation Session
4:00-5:00			
	<b>DINNER</b>		
7:00-10:00		Gabi ng Parangal	

*hours*