ATTENDANCE TO REGIONAL ROLLING CONFERENCE
PROJECT "PAKIGHINABI"

To: CID and SGOD Chiefs
Education Program Supervisors
Public Schools District Supervisors
Elementary and Secondary School Heads Concerned
DIONHS Department Heads Concerned
All Other Division Personnel Concerned

1. In pursuance to an unnumbered Memorandum dated October 21, 2019, re: Regional Rolling Conference - Project Pakighinabi", this Office informs all concerned Division personnel and schools that its final conduct is on January 23, 2020, with the following activities:

<table>
<thead>
<tr>
<th>TIME</th>
<th>ACTIVITY</th>
<th>Venue</th>
</tr>
</thead>
<tbody>
<tr>
<td>8:00 – 8:30</td>
<td>Opening Program</td>
<td>Megan’s Function Hall</td>
</tr>
<tr>
<td>8:30 – 12:00</td>
<td>Monitoring and Evaluation and Provision of Technical Assistance</td>
<td></td>
</tr>
<tr>
<td>(inclusive of travel time to identified schools and SGDO)</td>
<td>a. School Visit and Class Observation In selected schools stipulated below</td>
<td></td>
</tr>
<tr>
<td>12:00 – 1:00</td>
<td>Lunch Break</td>
<td>Division Office</td>
</tr>
<tr>
<td>1:00 – 5:00</td>
<td>Plenary Reporting of Observations, Findings and Recommendations</td>
<td>Megan’s Function Hall</td>
</tr>
</tbody>
</table>

2. The participants in said Regional Rolling Conference are as follows:

- Regional Office Personnel
- Schools Division Superintendent
- Asst. Schools Division Superintendent
- CID and SGOD Chiefs
- Education Program Supervisors
- Public Schools District Supervisors
- Admin: AO V, HRMO, Supply Officer, Cashier, Records Officer
- Accountant III, Budget Officer, ICTO, Lawyer

3. All Program Holders and Unit Heads concerned are reminded to prepare the Action Plan, Program Profile, and Progress Report on Targets and Accomplishments for the aforementioned "Project Pakighinabi".

4. The schools to be visited for class observations are the following:

<table>
<thead>
<tr>
<th>Team No.</th>
<th>Regional Personnel</th>
<th>Division Personnel</th>
<th>Schools to Visit</th>
<th>Learning Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Analiza C. Almazan</td>
<td>Marygior Tabanano</td>
<td>R. Magaysay CES</td>
<td>Kindergarten &amp; Other Learning Area</td>
</tr>
<tr>
<td></td>
<td>Danilo Canda</td>
<td>Cherry Rossette Oliva Ariene Barba</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Maria Liza Berandoy</td>
<td>Luzminda Jasmin</td>
<td>Don Mariano Marcos ES</td>
<td>Science &amp; Other Learning Area</td>
</tr>
<tr>
<td></td>
<td>Nelia Lyn Barnija</td>
<td>Patriotiso Peñas</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Danilo Dohinog</td>
<td>Imelda Cardines</td>
<td>P. Basalan ES</td>
<td>Araling Panlipunan</td>
</tr>
<tr>
<td></td>
<td>Alefio Ingay</td>
<td>Jessica Lucero</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Team No.</td>
<td>Regional Personnel</td>
<td>Division Personnel</td>
<td>Schools to Visit</td>
<td>Learning Area</td>
</tr>
<tr>
<td>----------</td>
<td>--------------------------</td>
<td>--------------------</td>
<td>---------------------</td>
<td>--------------------------</td>
</tr>
<tr>
<td>4</td>
<td>Jeselyn dela Cuesta</td>
<td>Ferna Renira Alde</td>
<td>San Miguel ES</td>
<td>MAPEH &amp; English</td>
</tr>
<tr>
<td></td>
<td>Jieniello Attilo</td>
<td>Ely Cataluña</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>Ma. Cleo Estrada</td>
<td>Ronilyn Nieves</td>
<td>Matti NHS</td>
<td>ES &amp; Other Learning Area</td>
</tr>
<tr>
<td></td>
<td>Maflor Dingal</td>
<td>Helen Casimiro</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>Pedelina Huevos</td>
<td>Tito Endrina</td>
<td>Igpit NHS</td>
<td>TLE &amp; Other Learning Area</td>
</tr>
<tr>
<td></td>
<td>Marcel Langahid</td>
<td>Vicente Laburada</td>
<td></td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>Renato Pacpakin</td>
<td>Mary Joy Fortun</td>
<td>Digos City CES</td>
<td>Math</td>
</tr>
<tr>
<td></td>
<td>Ronnie Mercado</td>
<td>Zenaida G. Guya</td>
<td></td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>Mary Jean Mejorado</td>
<td>Joan Niones</td>
<td>DICNHS</td>
<td>Filipino</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Ida Juezan</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

- There would be two (2) sets of class observation to be done in each school to be visited.
- For the said two (2) sets of class observation, it is expected that one class will be observed by the School Head, and the other one by a Master Teacher identified/assigned by the School Head. Both shall be processed by the Education Program Supervisors/District Supervisors assigned.

5. The supervisors assigned shall take care of the ride of their respective Team.

6. Travel expenses of participants shall be charged to local funds subject to the usual accounting and auditing rules and regulations.

7. For guidance and compliance.

CRISTY C. EPE, CESE  
Schools Division Superintendent

Ends: NONE

References: Regional Memorandum dated October 21, 2019  
To be indicated in the Permanent Index under the following subjects:  
Governance  
Regional Rolling Conference  
BSD: Attendance to Regional Rolling conference: Project Pakighinabi  
Dec. 8, 2019

Riviera Street cor. Leoncio Goero Street, Zone II, Digos City 8901. Tel.: (032) 553-6395 | (032) 553-6376 | (032) 553-6373 | (032) 553-6376 | (032) 553-6375  
Email: (032) 553-6395 | (032) 553-6376  
www.digos.gov.ph  
www.digosceo.gov.ph  
www.digos-city.gov.ph
MEMORANDUM

To: OIC-Assistant Regional Director
Schools Division Superintendents
Chiefs, Functional Divisions

Subject: REGIONAL ROLLING CONFERENCE: PROJECT “PAKIGHINABI”

Date: October 21, 2019

In pursuance to the realization of the mandates and strategic objectives of the Department of Education Regional Office XI in terms of management, technical assistance and monitoring and evaluation of the eleven (11) Schools Division Offices (SDOs), the Curriculum and Learning Management Division (CLMD) together with the rest of the functional divisions of DepEd Regional Office XI will conduct series of rolling conferences entitled Project “PAKIGHINABI” (Participatory Actions of Key Players for Inclusive Growth through Holistic Interfacing, Nurturing Assessments and Best Innovations) to the SDOs.

The Project PAKIGHINABI will help the Regional Office key Officials to:

a. motivate the SDO education leaders to bring about good governance;

b. work cohesively with the SDO supervisors and school heads;

c. expedite report system on utilization of funds and other deliverables;

d. determine bottlenecks and address gaps/barriers that interfere good performance;

e. gain inputs from the field and encourage workable resolutions to problems emerging in the school and division levels;

f. put balance to decisions and policies; and

g. celebrate and reward best practices.

Below is the schedule of the rolling conference per division:

<table>
<thead>
<tr>
<th>DATE</th>
<th>DIVISION</th>
</tr>
</thead>
<tbody>
<tr>
<td>November 25, 2019</td>
<td>Davao City</td>
</tr>
<tr>
<td>November 26, 2019</td>
<td>Davao Oriental</td>
</tr>
<tr>
<td>December 2, 2019</td>
<td>Maric City</td>
</tr>
<tr>
<td>December 3, 2019</td>
<td>Digos City</td>
</tr>
<tr>
<td>December 4, 2019</td>
<td>Davao del Sur</td>
</tr>
<tr>
<td>December 5, 2019</td>
<td>ComVal</td>
</tr>
<tr>
<td>December 6, 2019</td>
<td>Tagum City</td>
</tr>
<tr>
<td>December 9, 2019</td>
<td>Davao del Norte</td>
</tr>
<tr>
<td>December 10, 2019</td>
<td>Panabo City</td>
</tr>
<tr>
<td>December 11, 2019</td>
<td>IGACOS</td>
</tr>
<tr>
<td>December 12, 2019</td>
<td>Davao Occidental</td>
</tr>
</tbody>
</table>

Empowerment  Adaptability  Goal-oriented  Leadership  Excellence
The Regional team of participants for the Project PAKGHINABI are as follows:

A. Evelyn R. Festalvero, CESO IV - Regional Director
B. Maria Ines C. Asuncion, CESO V - Assistant Regional Director
C. Chiefs, Functional Divisions - 8
D. Education Program Supervisors
   a. CLMD - 11
   b. QAD - 5
   c. FTAD - 2
   d. HRDD - 1
E. Heads of Sections and Units - 6

F. Documenters
   a. Karlo Esmeraldo
   b. Pocholo Hernandez
   c. Mary Ann Acosta
   d. Marjorie Ann Juverille
   e. Ma. Perpetua G. Basibut
   f. Annalena Ganto

G. Drivers
   a. Allan Mohinog
   b. Rolando Ocio
   c. Ernesto Prospero Jr.
   d. Cirilo Pastal
   e. Lee Lamboga

All details of the rolling conference are attached hereto for reference.

Food, travel and other incidental expenses of the regional personnel shall be charged to CLMD funds while participants from the STOS will charge the same to their respective local funds, all subject to the usual government accounting and auditing rules and regulations.

Immediate dissemination of this Memorandum is required.

EVELYN R. FETALVERO, CESO IV
Assistant Regional Director
Office-In-Charge
Office of the Regional Director

Enlosed: As stated.
RÉGIONAL ROLLING CONFERENCES: PROJECT PAKIGHINABI

Introduction:

Monitoring and evaluation (M and E) and provision of technical assistance (TA) are critical mechanisms in ensuring effective and efficient delivery of basic education services and implementation of the K to 12 Basic Education Curriculum. As a background, DepED Regional Office key officials have been carrying out the mandate of the Regional Office in various ways and have accomplished various M and E and TA means through the different strategies performed by the functional divisions. In this manner, not all M and E and TA undertakings were properly documented, reported and acted. Likewise, it is costly as different functional divisions/sections/units are doing the M and E and TA sporadically to SDOs. It is on this premise that the Rolling Conference: The Project PAKIGHINABI (Participatory Actions of Key Players for Inclusive Growth through Holistic Interfacing, Nurturing Assessments and Best Innovations) is designed.

The PAKIGHINABI (or casual conversation) will serve as precursor in the realization of the mandates and strategic objectives of the DepED RO XI in terms of management, technical assistance and monitoring and evaluation of the eleven (11) Schools Division Offices (SDOs).

On the other hand, PAKIGHINABI hopes to generate good results through the involvement of entire key players from the Regional and Division Offices. To make the said intention more efficient, effective, cohesive, structured and collaborative, the DepED directorate XI will set specific terms of reference of all concerned personnel.

The results of the PAKIGHINABI will serve as basis for strong commitment on effecting changes and harvesting best practices. The changes that are to be in place may only become real when follow up and follow through be done by the people involved and for productive inputs during the Regional Management Committee (Mancom) Meeting.

Objectives:

The Project PAKIGHINABI will help the Regional Office key Officials to:

- motivate the SDO education leaders to bring about good governance;
- work cohesively with the SDO supervisors and school heads;
- expedite report system on utilization of funds and other deliverables;
- determine bottlenecks and address gaps/barriers that interfere good performance;
- gain inputs from the field and encourage workable resolutions to problems emerging in the school and division levels;
- put balance to decisions and policies; and
- celebrate and reward best practices.

Schedule:

The Project PAKIGHINABI will be done once in a quarter per SDO. It will commence based on the schedule of the rolling conference per division:

<table>
<thead>
<tr>
<th>DATE</th>
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</thead>
<tbody>
<tr>
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<tr>
<td>December 2, 2019</td>
<td>Mati City</td>
</tr>
<tr>
<td>Date</td>
<td>City</td>
</tr>
<tr>
<td>-----------------</td>
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</tr>
<tr>
<td>December 3, 2019</td>
<td>Digos City</td>
</tr>
<tr>
<td>December 4, 2019</td>
<td>Davao del Sur</td>
</tr>
<tr>
<td>December 5, 2019</td>
<td>ComVal</td>
</tr>
<tr>
<td>December 6, 2019</td>
<td>Tagum City</td>
</tr>
<tr>
<td>December 9, 2019</td>
<td>Davao del Norte</td>
</tr>
<tr>
<td>December 10, 2019</td>
<td>Panabo City</td>
</tr>
<tr>
<td>December 11, 2019</td>
<td>IGACOS</td>
</tr>
<tr>
<td>December 12, 2019</td>
<td>Davao Occidental</td>
</tr>
</tbody>
</table>

Participants:

The Project PAKIGHINABI will involve all key players from both the Regional and Division Offices:

**The Regional Office XI team of participants for the Project PAKIGHINABI are as follows:**

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
</tr>
</thead>
<tbody>
<tr>
<td>Evelyn R. Fetalvero, CESO IV</td>
<td>Regional Director</td>
</tr>
<tr>
<td>Maria Ines C. Asuncion, CESO V</td>
<td>Assistant Regional Director</td>
</tr>
</tbody>
</table>

**Chiefs, Functional Divisions:**

- Roy T. Enríquez, EdD
- Janette G. Veloso, EdD
- Mary Jeanne Aldeguer
- Isidra B. Despi
- Warlito E. Hua
- Angelito M. Enrile
- Marilyn B. Madrazo
- Lorna B. Mapinogos
- Admin
- CLMD
- FTAD
- QAD
- ESSD
- BFD
- PPRD
- HRDD

**Education Program Supervisors:**

- Analiza C. Almazan
- Maria Liza I. Berandoy
- Danilo R. Dohinog
- Jeselyn B. Dela Cuesta
- Ma. Cielo D. Estrada
- Pedelina O. Huevos
- Maricel S. Langahid
- Mary Jane M. Mejorada
- Renato N. Pacpakin
- Manuel P. Vallejo
- George N. Wong
- Jenielito Attillo
- Brenda Belonio
- Isidora C. Cermino
- Maflor J. Dingal
- Alfoe B. Ingay
- Neima Lyn R. Barnija
- Ronnie S. Mercado
- Danilo Canda
- CLMD
- CLMD
- CLMD
- CLMD
- CLMD
- CLMD
- CLMD
- CLMD
- CLMD
- CLMD
- CLMD
- CLMD
- CLMD
- QAD
- QAD
- QAD
- QAD
- FTAD
- FTAD
- HRDD
Heads of Sections and Units/ Other monitors:
Ma. Gemima V. Galang - PAU
Ricardo C. Guiño - ICTU
Sylvia Guerrero - Records
Alex C. Paredes - Asset
Janice T. Gamalong - Personnel
Barbara Calubayan - GSU
Maria Sheelah Balbas - Legal

Documenters/ Secretariat
Ma. Perpetua G. Batnuit - ORD
Karla Esmeralda - ICTU
Pocholo Hernandez - ICTU
Mary Ann Acosta - LRMS
Marjorie Ann Juverillo - CLMD
Anna Luna Ganto - ORD

Drivers:
a. Allan Mohinog
b. Rolando Cose
c. Ernesto Prospero Jr.
d. Cirilo Putel
e. Lee Lambojon

The Schools Division Offices’ team of participants for the Project PAKIGHINABI are as follows:

Schools Division Superintendent - SDS CRISTY C. EYE, CESE
Assistant Schools Division Superintendent - AGS MELODIE P. ESPINCO, PO
Chief, Curriculum and Instruction Division - DR. BEVERLY S. PAVEDAS, EDII
Chief, School Governance and Operations Division - COLLE A.B. OLIVER

Heads of Sections and Units - ANONIOUS,
All Education Program Supervisors - BGS
All PSDS of schools to be visited - PSDS CHORDADO

Methodology:

A. Plenary Session (8:00 – 9:00 a.m.)

The plenary session will be a formal introduction and orientation on the Project PAKIGHINABI. This will be done in a short program which will have the following parts:

Prefatories
Welcome Message (from the host division)
Introduction of Participants (from the host division and from the RO XI)
Message (from the RO XI)
Orientation Details (from the RO XI)
<table>
<thead>
<tr>
<th>Personnel / Team</th>
<th>Target Offices</th>
<th>Terms of Reference</th>
</tr>
</thead>
<tbody>
<tr>
<td>RD and ARD with SDS and ASDS</td>
<td>Any Uni/Section/Office in the Division Office or visit any school</td>
<td>Monitor, evaluate, get data and harvest best practices that are related under each Functional Division (FD)</td>
</tr>
<tr>
<td>Roy T. Enriquez</td>
<td>HRMO, Personnel Section</td>
<td></td>
</tr>
<tr>
<td>Janette G. Veloso</td>
<td>CID Office (Education PAPs, K to 12 Basic Education Program, Special Curricular Programs and flagship program Project EAGLE)</td>
<td></td>
</tr>
<tr>
<td>Mary Jeanne B. Aldeguez</td>
<td>Proficiency level by learning area (per quarter)</td>
<td></td>
</tr>
<tr>
<td>Isidra B. Despi</td>
<td>SGOD, SBM Coordinator, DFTACT Coordinator</td>
<td></td>
</tr>
<tr>
<td>Warlito E. Hua</td>
<td>SGOD, Private Schools Incharge, QTAME, ESC grantees, M and E Tools etc.</td>
<td></td>
</tr>
<tr>
<td>Angelito M. Enrile</td>
<td>SGOD, School Feeding, Classroom Constructions/Repair, WINS, Deworming, DRRM, Adopt – a-School Program, etc.</td>
<td></td>
</tr>
<tr>
<td>Marilyn B. Madrazo</td>
<td>Budget and Finance Office MOOE, etc.</td>
<td></td>
</tr>
<tr>
<td>Lorna F. Mapinogos</td>
<td>Planning Office (data on KPIs, RBEP/DBEDP, etc.)</td>
<td></td>
</tr>
<tr>
<td>Annaliza C. Almazan</td>
<td>Personnel, HR and Human Resources</td>
<td>Personal, HR and Division INSET, Human Resources, Personal</td>
</tr>
<tr>
<td>Danilo Canda</td>
<td>Visit 2 elementary schools (Kindergarten Classes)</td>
<td></td>
</tr>
<tr>
<td>Maria Liza I Bernadot</td>
<td>Visit 2 schools (Elem. And Sec. Classes)</td>
<td></td>
</tr>
<tr>
<td>Nelma Lyn R. Barnija</td>
<td>Visit 2 schools (Elem. And Sec. Classes)</td>
<td></td>
</tr>
<tr>
<td>Danilo R. Dotingo</td>
<td>Visit 2 schools (Elem. And Sec. Classes)</td>
<td></td>
</tr>
<tr>
<td>Alfeo B. Logay</td>
<td>Visit 2 schools (Elem. And Sec. Classes)</td>
<td></td>
</tr>
<tr>
<td>Angelito M. Enrile</td>
<td>Visit 2 schools (Elem. And Sec. Classes)</td>
<td></td>
</tr>
<tr>
<td>Jeselyn B. dela Cuesta</td>
<td>Visit 2 schools (Elem. And Sec. Classes)</td>
<td></td>
</tr>
<tr>
<td>Jenielito S. Attilo</td>
<td>Visit 2 schools (Elem. And Sec. Classes)</td>
<td></td>
</tr>
<tr>
<td>Ma. Cielo D. Estrada</td>
<td>Visit 2 schools (Elem. And Sec. Classes)</td>
<td></td>
</tr>
<tr>
<td>Mefior J. Dingal</td>
<td>Visit 2 schools (Elem. And Sec. Classes)</td>
<td></td>
</tr>
<tr>
<td>Pedelina O. Huisvos</td>
<td>Visit 2 schools (Elem. And Sec. Classes)</td>
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</tr>
<tr>
<td>Maricel S. Langahid</td>
<td>Visit 2 schools (Elem. And Sec. Classes)</td>
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<tr>
<td>Mary Jean M. Mejorada</td>
<td>Visit 2 schools (Elem. And Sec. Classes)</td>
<td></td>
</tr>
<tr>
<td>Renato N. Pacpakin</td>
<td>Visit 2 schools (Elem. And Sec. Classes)</td>
<td></td>
</tr>
<tr>
<td>Ronnie S. Mercado</td>
<td>Visit 2 schools (Elem. And Sec. Classes)</td>
<td></td>
</tr>
</tbody>
</table>
C. The team of monitors will be back to the Division Office for the plenary reporting of observations, findings and recommendations at 3:30 p.m. – 5:00 p.m.

Reporters:
1. Chiefs, Regional Office
2. School Monitors (1 representative per learning area)
3. Wrap up by the documenters
   - Agreements will be summarized and documented as these will be the subject of the next round of the PAKIGHINABI
4. Close Messages
   RD / ARD
   Host SDS / ASDS

D. Ways forward

It is hoped that the Project PAKIGHINABI will serve as reference to understand better the unique and emerging issues and concerns of the schools and the SDOs vis-à-vis the best interventions, approaches and practices in the implementation of the PPAs and K to 12 Basic Education Program.

The results also will serve as reference for the next cycle of the PAKIGHINABI and for the planners/education leaders to ensure that all gaps and bottlenecks are addressed by the concerned key players from the Regional, Division and School levels.

Recommending Approval:

MARIA INES C. ASUNCION, CESO V
Schools Division Superintendents
Officer-In-Charge
Office of the Assistant Regional Director

APPROVED:

EVELYN R. PETALVERO, CESO IV
Assistant Regional Director
Officer-In-Charge
Office of the Regional Director