



Republic of the Philippines
Department of Education
Region XI
SCHOOLS DIVISION OF DIGOS CITY



DIVISION MEMORANDUM
No. 1013, S. 2019

November 13, 2019

**MEETINGS ON THE MONITORING ON THE RESUMPTION
OF CLASSES AND THE PAKIGHINABI TASKING**

**TO: CID AND SGOD CHIEFS
PUBLIC SCHOOLS DISTRICT SUPERVISORS
EDUCATION PROGRAM SUPERVISORS
SENIOR PROGRAM EDUCATION SPECIALISTS (SMN, RESEARCH AND HRD)
PLANNING OFFICER
EDUCATION PROGRAM SPECIALIST II – SMM&E
PDOs (DRRM AND YOUTH)
HEALTH UNIT- HEAD**

1. This Office announces the conduct of two meetings tomorrow, November 14, 2019 at the DiCNHS Audio-Visual Room.
2. The morning meeting, scheduled at 9:00 AM to 12:00 NN, shall discuss the monitoring process on the resumption of classes on November 18, 2019. It aims to:
 - a) revisit previously utilized tools to check on the scheme and other adopted intervention, activities and PAPs;
 - b) prepare monitoring tool/s for the Balik Eskwela or Balik Tulunghaan on November 18, 2019, and
 - c) monitor action plans on the BARUG Digos! Project.
3. In addition to the above-mentioned participants, the Presidents of the Philippine Elementary School Principals' Association (PESPA – Digos City Division) and National Association of the Public Secondary School Heads, Inc. (NAPSSHI – Digos City Division) the Associations of the Elementary and Secondary School Heads are also required to participate in the said **morning** meeting.
4. The second meeting, scheduled from 1:00PM to 5:00PM, is exclusive for **Division personnel only**. In addition to the abovementioned participants, the Legal Officer, IT Officer and the Section/Unit Heads (Admin, Supply, Records, HR, Cashier) are also required to be at the said venue in the afternoon. It aims to:
 - a) discuss the concept of the PAKIGHINABI Project of Region XI Office; and
 - b) identify the point persons on the different tasks on the monitoring, evaluation and technical assistance to be undertaken by the Regional PAKIGHINABI Team.
5. Meals and snacks shall be on personal expense.
6. For immediate dissemination and compliance.

DepEd Schools Division of Digos City
RECORDS SECTION
RELEASED
46133
DATE: NOV 13 2019 TIME: 4:43
BY: f


CRISTY C. EPE, CESE
Schools Division Superintendent

Encl: As stated
References: none

To be indicated in the Perpetual Index under the following subjects: SGOD HRD MEETING
CUY-HRD-SGOD: November 13, 2019: Meetings on the Monitoring on Resumption of Classes and the PAKIGHINABI Tasking



Republic of the Philippines
DEPARTMENT OF EDUCATION
REGION XI
Davao City



Address: F. Torres St., Davao City (8000)
Contact/Telefax Numbers: (082) 291-1665/(082) 221-6147

Email: region11@deped.gov.ph
Website: www.davacrossi.ph

MEMORANDUM

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

Subject: REGIONAL ROLLING CONFERENCE:
PROJECT "PAKIGHINABI"

Date : October 21, 2019

DepEd Schools Division Office - Digos City
RECORDS SECTION



DATE: NOV 08 2019 TIME: 4:32
BY:

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 :

- 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.

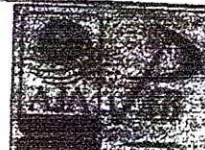
Below is the schedule of the rolling conference per division:

DATE	DIVISION
November 25, 2019	Davao City
November 26, 2019	Davao Oriental
December 2, 2019	Mati City
December 3, 2019	Digos City
December 4, 2019	Davao del Sur
December 5, 2019	ComVal
December 6, 2019	Tagum City
December 9, 2019	Davao del Norte
December 10, 2019	Panabo City
December 11, 2019	IGACOS
December 12, 2019	Davao Occidental

Empowerment Adaptability Goal-oriented Leadership Excellence

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Address: F. Torres St., Davao City (8000)
Contact/Telefax Numbers: (082) 291-1665/(082) 221-6147

Email: region11@deped.gov.ph
Website: www.depedregion11.ph

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

- | | | |
|-----------------------------------|---|-----------------------------|
| A. Evelyn R. Fetalvero, 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 Esmeralda | | |
| b. Pocholo Hernandez | | |
| c. Mary Ann Acosta | | |
| d. Marjorie Ann Juverillo | | |
| e. Ma. Perpetua G. Batibut | | |
| f. Annaluna Ganto | | |
| G. Drivers | | |
| a. Allan Mohinog | | |
| b. Rolando Cose | | |
| c. Ernesto Prospero Jr. | | |
| d. Cirilo Putol | | |
| e. Lee Lambojon | | |

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.

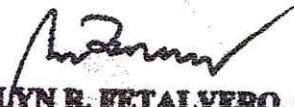
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RELEASED

By: _____

Date: 11-8-19 Time: 10:17

Enclosed: As stated.

ROC16/mamj


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

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REGIONAL 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:

DATE	DIVISION
November 25, 2019	Davao City
November 26, 2019	Davao Oriental
December 2, 2019	Mati City

December 3, 2019	Digos City
December 4, 2019	Davao del Sur
December 5, 2019	ComVal
December 6, 2019	Tagum City
December 9, 2019	Davao del Norte
December 10, 2019	Panabo City
December 11, 2019	IGACOS
December 12, 2019	Davao Occidental

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:

Evelyn R. Fetalvero, CESO IV	-	Regional Director
Maria Ines C. Asuncion, CESO V	-	Assistant Regional Director

Chiefs, Functional Divisions:

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

Education Program Supervisors:

Analiza C. Almazan	-	CLMD
Maria Liza I. Berandoy	-	CLMD
Danilo R. Dohinog	-	CLMD
Jeselyn B. Dela Cuesta	-	CLMD
Ma. Cielo D. Estrada	-	CLMD
Pedelina O. Huevos	-	CLMD
Maricel S. Langahid	-	CLMD
Mary Jane M. Mejorada	-	CLMD
Renato N. Pacpakin	-	CLMD
Manuel P. Vallejo	-	CLMD
George N. Wong	-	CLMD
Jenielito Atillo	-	QAD
Brenda Belonio	-	QAD
Isidora C. Cermino	-	QAD
Maflor J. Dingal	-	QAD
Alfeo B. Ingay	-	QAD
Nelma Lyn R. Barnija	-	FTAD
Ronnie S. Mercado	-	FTAD
Danilo Canda	-	HRDD

Heads of Sections and Units/ Other monitors:

Ma. Gemima V. Galang	-	PAU
Ricardo C. Guinto	-	ICTU
Sylvia Guererro	-	Records
Alex C. Paredes	-	Asset
Janice T. Gamalong	-	Personnel
Barbara Calubayan	-	GSU
Maria Sheelah Balbas	-	Legal

Documenters/ Secretariat

Ma. Perpetua G. Batinut	-	ORD
Karlo Esmeralda	-	ICTU
Pocholo Hernandez	-	ICTU
Mary Ann Acosta	-	LRMS
Marjorie Ann Juverillo	-	CLMD
Annaluna Ganto	-	ORD

Drivers:

- a. Allan Mohinog
- b. Rolando Cose
- c. Ernesto Prospero Jr.
- d. Cirilo Putol
- e. Lee Lambojon

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

Schools Division Superintendent
Assistant Schools Division Superintendent
Chief, Curriculum and Instruction Division
Chief, School Governance and Operations Division
Heads of Sections and Units — 500
All Education Program Supervisors
All PSDS of schools to be visited

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)

B. Monitoring and Evaluation and Technical Assistance (9:00 a.m. – 2:00 p.m.)

Personnel / Team	Target Offices	Terms of Reference
RD and ARD with SDS and ASDS	Any Unit/Section/Office in the Division Office or visit any school	Monitor, evaluate, get data and harvest best practices that are related under each Functional Division(FD)
Roy T. Enriquez	HRMO, Personnel Section	
Janette G. Veloso	CID Office (Education PAPs, K to 12 Basic Education Program, Special Curricular Programs and flagship program Project EAGLE Proficiency level by learning area (per quarter)	
Mary Jeanne B. Aldeguer	SGOD, SBM Coordinator, DFTACT Coordinator	
Isidra B. Despi	SGOD, Private Schools Incharge, QATAME, ESC grantees, M and E Tools etc.	
Warlito E. Hua	SGOD, School Feeding, Classroom Constructions/Repair, WINS, Deworming, DRRM, Adopt – a-School Program, etc.	
Angelito M. Enrile	Budget and Finance Office MOOE, etc.	
Marilyn B. Madrazo	Planning Office (data on KPIs, RBEP/ DBEDP, etc.)	
Lorna F. Mapinogos	Personnel, HRTD and Division INSET	- All EPS will visit schools and conduct observation of classes, spot test and harvest school best practices. Schools will be identified by the Team Leaders (Chief, CLMD and Chief, CID) - SDOs are to provide vehicles for the school visits that will be used by each team of monitors
Annaliza C. Almazan Danilo Canda With CID EPS incharge of Kindergarten	Visit 2 elementary schools (Kindergarten Classes)	
Maria Liza I Berandoy Nelma Lyn R. Barnija with CID EPS Incharge of Science	Visit 2 schools (Elem. And Sec. Classes)	
Danilo R. Dohinog Alfeo B. Ingay with CID EPS Incharge of Araling Panlipunan	Visit 2 schools (Elem. And Sec. Classes)	
Jeselyn B. Dela Cuesta Jenielito S. Atillo with CID EPS Incharge of MAPEH	Visit 2 schools (Elem. And Sec. Classes)	
Ma. Cielo D. Estrada Maflor J. Dingal with CID EPS Incharge of EsP	Visit 2 schools (Elem. And Sec. Classes)	
Pedelina O. Huevos Maricel S. Langahid with CID EPS Incharge of EPP/TLE	Visit 2 schools (Elem. And Sec. Classes)	
Mary Jean M. Mejjorada with CID EPS Incharge of Filipino	Visit 2 schools (Elem. And Sec. Classes)	
Renato N. Pacpakin Ronnie S. Mercado	Visit 2 schools (Elem. And Sec. Classes)	



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- 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 Superintendent
Officer-In-Charge
Office of the Assistant Regional Director

Prepared by
JANETTE G. VELOSO
Chief, CLMD

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

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