



Republic of the Philippines
Department of Education
REGION III
SCHOOLS DIVISION OFFICE OF BATAAN

NOV 09 2023

DIVISION MEMORANDUM

No. 423, s. 2023

**DIVISION SEARCH FOR THE
2023 BEST SCHOOL KNOWLEDGE HUB (SKH) IMPLEMENTERS**

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Public Schools District Supervisors
Elementary & Secondary School Heads
LRMDS Coordinators
All Others Concerned

1. Pursuant to the Regional Memorandum No. 159 s. 2023 – Dissemination of the Letter of the Undersecretary for Curriculum and Teaching on Reiterating the “Institutionalization of DepEd Library Hub Project in all Regions and Schools Divisions Nationwide”, and as part of the **MATATAG Agenda** in improving the quality of basic education for Filipino learners, DepEd Central Office requests the commitment of all Regional Directors, Schools Division Superintendents, and School Heads in putting-up similar infrastructure that makes reading and learning materials available for all learners.
2. As a positive response and continuous support to this Department’s priority project, SDO-Bataan through the Curriculum Implementation Division (CID) – Learning Resources Management and Development Section (LRMDS) spearheaded the establishment of **School Knowledge Hubs** in all public elementary and secondary schools in the Division.
3. The **School Knowledge Hub** encompasses the various areas within the school that house learning resources, promote reading, and support student academic endeavors. It signifies a central hub of knowledge and information within the school, where students can access a wide range of resources and engage in learning activities. The term “School Knowledge Hub” emphasizes the importance of both learning and reading, while encompassing the different types of learning spaces including the Library, Learning Resource Center, Reading Center, Reading Corner, and Reading Kiosk.
4. In line with this, this Office announces the conduct of the 2023 Division Search for the Best School Knowledge Hub Implementers to be awarded in the Annual Gawad PANTAS this December 2023.



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5. The search aims to:
 - a. ensure and demonstrate the widespread implementation, positive response, and continuous support of the DepEd Library Hub Project;
 - b. improve the availability of reading and learning materials for learners;
 - c. define and promote the concept of the School Knowledge Hub as a central location within schools that provides access to a wide range of learning resources and supports various student academic activities, emphasizing the importance of learning and reading; and
 - d. recognize and celebrate outstanding efforts in implementing the School Knowledge Hub concept.
6. The categories for the Best School Knowledge Hub Implementers are:
 - a. Most Functional School Library
 - b. Most Functional School Learning Resource Center
 - c. Most Functional School Reading Center
 - d. Most Functional Reading Corner
 - e. Most Functional Reading Kiosk
7. **All Public Schools District Supervisors (PSDS) in coordination with the District LRMDs Coordinators shall lead the conduct of the initial evaluation and submit ONLY ONE (1) official entry for each category (either elementary, junior, or senior high school) on or before November 17, 2023 to the LRMDs Office.**
8. Attached are the mechanics and scoring rubrics for the said Division Search.
9. Meals and snacks, supplies/materials, and other expenses relative to this activity can be charged to the School MOOE and/or other available funds subject to usual accounting and auditing rules and regulations.
10. Immediate dissemination of and compliance with this Memorandum is desired.

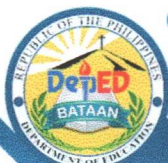

CAROLINA S. VIOLETA, EdD, CESO VI
Schools Division Superintendent

Enc.: As stated

Reference: Regional Memorandum 159, s. 2023

To be indicated in the Perpetual Index under the following subjects:

LIBRARY HUB LRMDs SCHOOLS SEARCH



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"We Mould Heroes"



CSC PRIME-HRM BRONZE AWARD
CSC Resolution No. 2001109



COMMITMENT TO
QUALITY MANAGEMENT (LEVEL 0)
2022



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SCHOOLS DIVISION OFFICE OF BATAAN

Enclosure No. 1 to Division Memo No. 423, s. 2023

**GUIDELINES AND MECHANICS TO THE DIVISION SEARCH FOR THE
2023 BEST SCHOOL KNOWLEDGE HUB (SKH) IMPLEMENTERS**

I. BACKGROUND AND RATIONALE:

Under Regional Memorandum No. 159 s. 2023 – Dissemination of the Letter of the Undersecretary for Curriculum and Teaching on Reiterating the “Institutionalization of DepEd Library Hub Project in all Regions and Schools Divisions Nationwide”, and as part of the MATATAG Agenda in improving the quality of basic education for Filipino learners, DepEd Central Office requests the commitment of all Regional Directors, Schools Division Superintendents, and School Heads in putting-up similar infrastructure that makes reading and learning materials available for all learners

As a positive response and continuous support to this Department’s priority project, SDO-Bataan through the Curriculum Implementation Division (CID) – Learning Resources Management and Development Section (LRMDS) spearheaded the establishment of School Knowledge Hubs in all public elementary and secondary schools in the Division.

The School Knowledge Hub encompasses the various areas within the school that house learning resources, promote reading, and support student academic endeavors. It signifies a central hub of knowledge and information within the school, where students can access various resources and engage in learning activities. The term "School Knowledge Hub" emphasizes the importance of learning and reading, while encompassing the different learning spaces, including the Library, Learning Resource Center, Reading Center, Reading Corner, and Reading Kiosk.

Hence, this Office announces the conduct of the 2023 Division Search for the Best School Knowledge Hub Implementers to be awarded in the Annual Gawad PANTAS this December 2023.

II. OBJECTIVES

- ensure and demonstrate the widespread implementation, positive response, and continuous support of the DepEd Library Hub Project.
- improve the availability of reading and learning materials for learners.



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CSC PRIME-HRM BRONZE AWARD
CSC Resolution No. 2001100



COMMITMENT TO
QUALITY MANAGEMENT (LEVEL II)
2022



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- c. define and promote the concept of the School Knowledge Hub as a central location within schools that provides access to a wide range of learning resources and supports various student academic activities, emphasizing the importance of learning and reading; and
- d. recognize and celebrate outstanding efforts in implementing the School Knowledge Hub concept.

III. TIMELINE OF IMPLEMENTATION

Activities	Level	Inclusive Dates	Persons Involved
Orientation, Training, and Establishment of SKH	School and District	July to October, 2023	PSDS, School Head, LRMSD Coordinators
Pre-validation of Best Implementing SKH	District	November, 2023	PSDS, School Head, LRMSD Coordinators
Final validation	Division	November 22 to December 8, 2023	Division LRMSD Staff
Awarding of the 2023 Best School Knowledge Hub (SKH) Implementers	Division	December 15, 2023	SDS, ASDS, Gawad PANTAS Organizers, CID Chief, LRMSD Staff, Awardees

IV. MECHANICS:

1. All public elementary, junior, and senior high schools in the Division are encouraged to participate in the said Search.
2. The categories for the Best School Knowledge Hub Implementers are:
 - a. Most Functional School Library
 - b. Most Functional School Learning Resource Center
 - c. Most Functional School Reading Center
 - d. Most Functional Reading Corner
 - e. Most Functional Reading Kiosk



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3. All Public Schools District Supervisors (PSDS) in coordination with the District LRMDs Coordinators shall lead the conduct of the initial evaluation and submit ONLY ONE (1) official entry for each category (either elementary, junior, or senior high school) on or before November 17, 2023, to the LRMDs Office.
4. Nonetheless, it is deemed permissible if the nominated school within the district meets the qualifications and is endorsed by the District Search Committee for one or multiple categories.
5. The Division Learning Resource Management and Development Section Staff will conduct unannounced monitoring and evaluation of each nominated School Knowledge Hub between November 13 and 24, 2023, using the provided rubric and monitoring tool.
6. The nominated school achieving the highest score in each category will be recognized as the Most Functional School Knowledge Hub and honored at the Annual Gawad PANTAS in December 2023.

V. COMPOSITION OF THE DIVISION SEARCH COMMITTEE

Chairman: Edgar E. Garcia, LRMDs Supervisor
Members: Rosita P. Serrano, Librarian
Joan T. Briz, Project Development Officer
Jerico P. Usi, Creative Arts Specialist



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SEARCH FOR THE BEST SCHOOL KNOWLEDGE HUB IMPLEMENTERS NOMINATION FORM

District : _____ PSDS: _____
District School Head LRMDs Coordinator: _____
District Teacher LRMDs Coordinator: _____

CATEGORY	SCHOOL	SCHOOL HEAD	SCHOOL LRMDs COORDINATOR	TEACHER-IN-CHARGE
1. Most Functional School Library				
2. Most Functional School Learning Resource Center				
3. Most Functional School Reading Center				
4. Most Functional Reading Corner				
5. Most Functional Reading Kiosk				

Prepared by:

District School Head LRMDs Coordinator

Approved:

Public Schools District Supervisor



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COMPUTATION OF POINTS
SEARCH FOR THE BEST SCHOOL KNOWLEDGE HUB IMPLEMENTERS
SCHOOL LIBRARY

District : _____ School: _____
 PSDS : _____ School Head: _____
 District LRMDs Coordinators: _____

COMPONENT	SUBCOMPONENT	POINTS	%
1. Administration & Management (20%)	A. School Library Strategic Plan 10%		
	B. Budget Allocation 10%		
2. Physical and Digital Facilities (30%)	A. Provision and Utilization of Library Spaces – 10%		
	B. Library Hours – 5%		
	C. Library Atmosphere – 10%		
	D. Organization Of Library Resources for Easy Access – 5%		
3. Books and Other Collections (20%)	A. Provisions of Print Resources – 10%		
	B. Provisions of Non-Print Resources – 5%		
	C. Provision of Educational Technology Resources – 5%		
4. Human Resources (10%)	A. Librarian Designate & Staff– 10%		
5. Programs & Services 20%)	A. Programs & Activities – 20%		
		TOTAL	

Evaluator: _____



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COMPUTATION OF POINTS
SEARCH FOR THE BEST SCHOOL KNOWLEDGE HUB IMPLEMENTERS
SCHOOL LEARNING RESOURCE CENTER

District : _____ School: _____
PSDS : _____ School Head: _____
District LRMSD Coordinators: _____

COMPONENT	SUBCOMPONENT	POINTS	PERCENTAGE
1. Administration & Management (20%)	A. School LRC Strategic Plan 10%		
	B. Budget Allocation 10%		
2. Availability of Varied Learning Resources (20%)	A. Provision of Varied Learning Resources – 20%		
3. Physical Facilities (40%)	A. LRC Hours – 10%		
	B. LRC Atmosphere – 30%		
4. Human Resources (10%)	B. LRC Coordinator & Staff– 10%		
5. Programs & Services (10%)	B. Programs and Activities – 10%		
TOTAL			

Evaluator: _____



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COMPUTATION OF POINTS
SEARCH FOR THE BEST SCHOOL KNOWLEDGE HUB IMPLEMENTERS
SCHOOL READING CENTER

District : _____ School: _____
PSDS : _____ School Head: _____
District LRMSD Coordinators: _____

COMPONENT	SUBCOMPONENT	POINTS	PERCENTAGE
1. Administration & Management (20%)	A. School LRC Strategic Plan 10%		
	B. Budget Allocation 10%		
2. Availability of Varied Reading Materials (20%)	B. Provision of Varied Reading Materials – 20%		
3. Physical Facilities (40%)	C. LRC Hours – 10%		
	D. LRC Atmosphere – 30%		
4. Human Resources (10%)	C. LRC Coordinator & Staff– 10%		
5. Programs & Services (10%)	C. Programs and Activities – 10%		
TOTAL			

Evaluator: _____



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COMPUTATION OF POINTS
SEARCH FOR THE BEST SCHOOL KNOWLEDGE HUB IMPLEMENTERS
SCHOOL READING CORNER/KIOSK

District : _____ School: _____
PSDS : _____ School Head: _____
District LRMSD Coordinators: _____

COMPONENT	POINTS
1. Availability of Varied Reading Materials (35%)	
2. Accessibility (25%)	
3. Reading Activities (20%)	
4. Creativity and Innovation (10%)	
5. Sustainability Programs (10%)	
TOTAL	

Evaluator: _____