



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

**DIVISION MEMORANDUM**  
No. 372, s. 2026

AUG 12 2026

**CONDUCT OF THE DEVELOPMENT AND QUALITY ASSURANCE OF  
CONTEXTUALIZED MONITORING AND EVALUATION (M&E) TOOLS  
FOR PRIORITY PPAs IN DEPED BATAAN**

**To:** Assistant Schools Division Superintendent  
Chief Education Supervisors (CID and SGOD)  
Public Schools District Supervisors / District In-Charge  
Elementary and Secondary School Heads  
All Others Concerned

1. Pursuant to DepEd Order No. 29, s. 2022 titled Adoption of the Basic Education Monitoring and Evaluation Framework (BEMEF) and DepEd Order No. 26, s. 2022, Guidelines on the Establishment of the School Governance Council (SGC), the Schools Division Office of Bataan, through the Governance and Operations Division (SGOD), shall conduct the **Development and Quality Assurance of Contextualized Monitoring and Evaluation (M&E) Tools for Priority PPAs in DepEd Bataan** on **August 18–20, 2026** at **The Mansion Garden, SBMA, Olongapo City**.
2. This activity aims to shift the division's organizational paradigm from superficial compliance to genuine, decentralized shared accountability by ensuring that every school council operates at peak functional efficiency. Specifically, the activity aims to:
  - a. Orient participants on Basic Education Monitoring and Evaluation Framework (BEMEF) principles;
  - b. Deepen understanding of the legal rules, structure, and composition of the School Governance Council (SGC) as mandated by DO 26, s. 2022;
  - c. Learn how to draft flawless, audit-ready SGC Means of Verification (MOVs); and
  - d. Successfully clear a mock division validation panel and produce a concrete Action Plan to secure a 100% functionality score across elementary stations.
3. The participants in this activity include Schools Division Superintendent, Assistant Schools Division Superintendent, SGOD Chief, EPS SGOD, SEPS SMME, EPS II SMME, and identified Elementary and Junior High School Heads. (List of participants and matrix of activities is enclosed)



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4. All identified participants shall bring the soft and hard copies of the minimum MOV per functional indicator from the date of establishment of their respective SGC.
5. Food, accommodation, venue, training materials, travel and other incidental expenses of participants shall be charged against **SGOD INSET Funds** subject to the usual accounting and auditing rules and regulations.
6. Immediate and wide dissemination of this Memorandum is earnestly desired.

**CAROLINA S. VIOLETA, EdD, CESO V**  
Schools Division Superintendent

*References:*

DepEd Order No. 29, s. 2022  
DepEd Order No. 26, s. 2022

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

GOVERNANCE  
MONITORING AND EVALUATION  
SCHOOL GOVERNANCE COUNCIL  
TRAINING PROGRAMS

SO3/hgd



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**PARTICIPANTS**

Development and Quality Assurance of Contextualized Monitoring and Evaluation  
 (M&E) Tools for Priority PPAs in Deped Bataan  
 August 18-20, 2026 | Mansion Garden Hotel, SBMA, Zambales

| No. | Name                             | Position                     | Office/School                   |
|-----|----------------------------------|------------------------------|---------------------------------|
| 1   | Carolina S. Violeta, EdD, CESO V | SDS                          | SDO Bataan                      |
| 2   | Jerry Dimla-Cruz, DEM, CESO VI   | ASDS                         | SDO Bataan                      |
| 3   | Ramon C. Perez                   | SGOD Chief                   | SDO Bataan                      |
| 4   | Mar-Elen Fe G. Reñosa, EdD       | EPS SGOD/Speaker             | SDO Bataan                      |
| 5   | Hermie G. Duran, EdD             | SEPS/Speaker                 | SDO Bataan                      |
| 6   | Francez Paulene T. Likwong       | EPS II/Speaker               | SDO Bataan                      |
| 7   | Marijoy B. Mendoza, EdD          | School Principal/Speaker     | Mariveles NHS - Poblacion       |
| 8   | Melody del Rosario, EdD          | School Principal/Speaker     | Morong SHS                      |
| 9   | Charies N. Peña, EdD             | Education Program Supervisor | DepEd Region III                |
| 10  | Ana Liza V. Dominguez, EdD       | School Principal             | Mabatang ES                     |
| 11  | Rodrigo S. Panlaque Jr.          | School Principal             | Tomas Pinpin MES                |
| 12  | Norbilyn Ila                     | School Principal             | Binuangan ES                    |
| 13  | Mia Ariana P. Tantiongco, PhD    | School Director              | Bataan High School for the Arts |
| 14  | Mayrah A. Esconde                | School Principal             | Dalao ES                        |
| 15  | Joel S. Santos                   | School Principal             | Pentor ES                       |
| 16  | John Paul C. Solon               | School Principal             | Payangan IS                     |
| 17  | Dan-Emel V. Bautista             | School Principal             | Pinulot ES                      |
| 18  | Joed T. Rodriguez                | School Principal             | Tipo ES                         |
| 19  | Rosario S. Canlas                | School Principal             | Hermosa ES                      |
| 20  | Alvin D. David, EdD              | School Principal             | Mabuco ES                       |
| 21  | Arlene Vallejos                  | School Principal             | Gabaldon ES                     |
| 22  | Kristine Matilla                 | School Principal             | Kinaragan IS                    |
| 23  | Leann C. Luna, EdD               | School Principal             | Sto. Niño Biaan ES              |
| 24  | Susana R. Cruz                   | School Principal             | Baseco ES                       |
| 25  | Joey Silva                       | School Principal             | Cabcaben ES                     |
| 26  | Blessie S. Velasco               | School Principal             | Binaritan ES                    |
| 27  | Ma. Cecilia L. Paguio, EdD       | School Principal             | Morong ES                       |
| 28  | Jeffrey V. David, EdD            | School Principal             | Orani North ES                  |
| 29  | Carolyn R. Reyes                 | School Principal             | Tapulao ES                      |
| 30  | Donald Mariano                   | School Principal             | Talimundoc ES                   |
| 31  | Christine Chelo P. Gabriel       | School Principal             | Camachile ES                    |
| 32  | Manuel G. Pangomlayan Jr., EdD   | School Principal             | Sabatan ES                      |



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|    |                       |                  |                    |
|----|-----------------------|------------------|--------------------|
| 33 | Kristine C. Tentia    | School Principal | JS Herrera Sr. MES |
| 34 | Shiela D. Carlos, EdD | School Principal | Liyang ES          |
| 35 | Virginia S. Macabuhay | School Principal | Samal South ES     |
| 36 | Irene Velasco         | Nurse            | SDO Bataan         |
| 37 | Michelle M. Calma     | Nurse            | SDO Bataan         |



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**TRAINING MATRIX**

Development and Quality Assurance of Contextualized Monitoring and Evaluation  
 (M&E) Tools for Priority PPAs in Deped Bataan  
 August 18-20, 2026 | Mansion Garden Hotel, SBMA, Zambales

| Day and Time  | Activity/Topic                                                                  | Description / Focus Output                                                                                     | Speaker                                 |
|---------------|---------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------|-----------------------------------------|
| <b>DAY 1</b>  | <b>DECONSTRUCTING THE SGC METRICS</b>                                           | <b>Focus: Structure &amp; Compliance Standard</b>                                                              |                                         |
| 8:00 – 8:30   | Registration                                                                    |                                                                                                                | Proponent/TWG                           |
| 8:30 – 9:00   | Opening Program<br>-National Anthem<br>-Prayer<br>-Opening Remark<br>-Messages  |                                                                                                                |                                         |
| 9:00 – 9:15   | Health Break                                                                    |                                                                                                                |                                         |
| 9:15 – 10:45  | <b>Session 1:</b> Legal Anchors of DO 26, s. 2022 and its validation guidelines | Comprehensive review of <b>DO 26, s. 2022</b>                                                                  | Mar-Elen Fe G. Renosa, EdD-EPS SGOD     |
| 10:45 – 12:00 | <b>Session 2:</b> The SGC Functionality Tool: Structure & Composition           | Deconstructing the <b>4 Standard Functions</b> and the 12 specific indicators required for elementary schools. | Hermie G. Duran, EdD SEPS SMME          |
| 12:00 – 1:00  | Lunch Break                                                                     |                                                                                                                |                                         |
| 1:00 – 3:00   | <b>Session 3:</b> Self-Assessment Protocols                                     | Step-by-step navigation of the online and offline SGC Portal reporting requirements.                           | Francez Paulene T. Likwong, EPS II SMME |
| 3:00 – 3:15   | Health Break                                                                    |                                                                                                                |                                         |
| 3:15 – 4:30   | <b>Workshop 1:</b> Baseline Functionality Diagnostic                            | Schools evaluate their current baseline standing and list immediate organizational gaps.                       | Marijoy B. Mendoza, EdD SP IV           |
| 4:30 onwards  | Clearinghouse & Day 1 Reflection                                                | Open discussion on day 1 takeaways.                                                                            | Facilitators                            |



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| <b>DAY 2</b>  | <b>BUILDING THE MEANS OF VERIFICATION (MOV)</b>               | <b>Focus: Evidence &amp; Technical Alignment</b>                                                                                         |                                   |
|---------------|---------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------|
| 08:00 - 08:30 | Management of Learning (MOL)                                  | Recapitulation of Day 1 concepts and insights                                                                                            | assigned group                    |
| 8:30-10:00    | <b>Session 4:</b> Documenting Processes & Meetings            | Standardizing resolutions, meeting minutes, notices of meeting, and attendance formats that satisfy SGC validations.                     | Melody del Rosario, EdD<br>P IV   |
| 10:00-10:15   | Health Break                                                  |                                                                                                                                          |                                   |
| 10:15-12:00   | <b>Session 4:</b> Documenting Processes & Preparation of MOVs | Standardizing resolutions, meeting minutes, notices of meeting, attendance formats, and other MOVs that satisfy SGC validations.         | Charles N. Peña,<br>EdD, RO3 EPS  |
| 12:00 – 1:00  | Lunch Break                                                   |                                                                                                                                          |                                   |
| 1:00 – 3:00   | <b>Workshop 2:</b> Document Audit and MOV Benchmarking        | <b>Hands-on Workshop:</b><br>Participants draft localized models of resolutions, transparency boards, and stakeholder feedback channels. | Charles N. Peña,<br>EdD, RO3 EPS  |
| 3:00 – 3:15   | Health Break                                                  |                                                                                                                                          |                                   |
| 3:15 – 4:30   | Peer Cross-Evaluation                                         | Inter-school checking of drafted MOVs based on standard                                                                                  | Charles N. Peña,<br>EdD, RO3 EPS, |
| 4:30 onwards  | Clearinghouse & Wrap-up                                       | Preparations for Day 3 simulations.                                                                                                      | Participants<br>Facilitators      |
|               |                                                               |                                                                                                                                          |                                   |
| <b>DAY 3</b>  | <b>SIMULATION, VALIDATION, &amp; COMMITMENT</b>               | <b>Focus: Quality Assurance &amp; Sustainability</b>                                                                                     |                                   |
| 8:00 - 8:30   | Management of Learning (MOL)                                  | Recapitulation of Day 2 concepts and insights.                                                                                           |                                   |



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|--------------|-----------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------|
| 8:30 - 11:30 | <b>Simulation Exercise:</b><br>Mock SGC Validation                          | <b>Interactive Mock Audit:</b> Selected schools undergo a simulated validation panel review by SDO supervisors using actual verification tools. | Charles N. Peña,<br>EdD, RO3 EPS,<br>All Speakers |
| 11:30-12:00  | Debriefing & Technical Feedback                                             | Consolidation of common pitfalls found during the mock audit.                                                                                   | SEPS - M&E / SMME                                 |
| 12:00-1:00   | Lunch Break                                                                 |                                                                                                                                                 |                                                   |
| 1:00 - 2:30  | <b>Workshop 3:</b> Designing the SGC 100% Functionality Sustainability Plan | Technical plotting of regular meeting dates, community linkage actions, and document archival strategies for school operations.                 | All Participants                                  |
| 2:30- :30    | Presentation of Sustainability Blueprints                                   | Selected elementary districts pitch their operational plan to secure a clean functional rating.                                                 | Presenting Schools                                |
| 3:30 onwards | <b>Pledge of Commitment &amp; Closing Program</b>                           | Signing of the <i>Commitment to Excellence for Shared Governance</i> to guarantee 100% SGC functionality division-wide.                         | All Participants                                  |