

### Department of Education

REGION III – CENTRAL LUZON
SCHOOLS DIVISION OF SCIENCE CITY OF MUÑOZ

July 26, 2023

### SCHOOLS DIVISION MEMORANDUM

No. 297,

s. 2023

### PERFORMANCE REVIEW AND EVALUATION OF SCHOOLHEADS

To: Assistant Schools Division Superintendent Chief Education Supervisors Public Elementary and Secondary Schoolheads All Others Concerned

- 1. Pursuant to CSC Memorandum Circular No. 06, s. 2012 and DepEd Order No. 02, s. 2015, the Schools Division Office will conduct performance review and evaluation, provision of technical assistance and performance planning and commitment of all public elementary and secondary schoolheads for School Year 2023-2024 on August 08-10, 2023.
- 2. This activity aims to evaluate individual schoolheads, link their performance with organizational performance and ensure strategic alignment of the office thrusts and day-to-day operations of schools and individual teaching and nonteaching personnel.
- 3. The performance review and evaluation/validation shall be done by the Performance Management (PMT) Sub-teams in schools. Schoolheads will present their self-rated OPCRFs, individual SMEA reports, other means of verification and proposed development plans and 2024 OPCRFs.
- 4. The results of initial evaluation by the sub-teams shall be deliberated by the PMT and the final evaluation results shall then be presented to the schoolheads on August 10, 2023 at the SDO Conference Hall.
- 5. Enclosure No. 1 is the MEA Template, Enclosure No. 2 contains composition of performance management team and sub-teams and Enclosure No. 3 is the schedule of performance review and evaluation.
- 6. Immediate and wide dissemination of the content of this Memorandum is desired.

SCIENCE CITY OF MUNOZ

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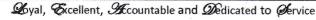
by:

osds/asds/etv

cn-2023-07-01

JOHANNA N. GERVACIO PhD, CESO V Schools Division Superintendent





Address: Brgy. Rizal, Science City of Muñoz, 3119



### Republic of the Philippines

## Department of Education

REGION III – CENTRAL LUZON
SCHOOLS DIVISION OF SCIENCE CITY OF MUÑOZ

Enclosure No. 1 of Schools Division Memorandum No. 291, s. 2023

# MONITORING, EVALUATION, AND ADJUSTMENT (MEA)

Period Covered: August 1, 2022-July 31, 2023

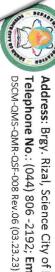
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**REGION III - CENTRAL LUZON** SCHOOLS DIVISION OF SCIENCE CITY OF MUÑOZ

Enclosure No. 2 of Schools Division Memorandum No. 207, s. 2023

### COMPOSITION OF THE PERFORMANCE MANAGEMENT TEAM

Chairperson Erleo T. Villaros PhD, OIC ASDS

Members Larry B. Espirity PhD, CES

Bernardo A. Gargabite EdD, CES

Winnie W. Poli, EPS

Fhriessy Cruz S. Bermuda II, Administrative Officer V

Jomel V. Mangawang, Accountant III

Secretariat

Member

Head Stella Marie C. Dumale, Administrative Officer IV

Kimberly Joan N. Tadeo, Administrative Officer II

### PMT SUB-TEAMS

PMT Sub-team A

Erleo T. Villaros PhD, OIC ASDS Leader

Members Mercedita S. Saldero, EPS

> Zoraida F. Espino, EPS Novalyn Rodolfo, EPS Aileen Mactal, EPS

Jomel V. Mangawang, Accountant III

PMT Sub-team B

Leader Larry B. Espirity PhD, CES

Members Mary Queen P. Orpilla, EPS

> Winnie W. Poli, EPS Melody E. Galingan, EPS Rodolfo A. Dizon, EPS

Fhriessy Cruz S. Bermuda II, AO V

Cyril S. Talusan, SEPS

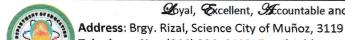
PMT Sub-team C

Leader Bernardo A. Gargabite EdD, CES

Members Nelie D. Sacman, EPS

> Augusto A. Mateo, EPS Angel M. Burayag, EPS Lamberto P. Corpuz, SEPS

Joel G. Dizon, EPS II







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REGION III – CENTRAL LUZON
SCHOOLS DIVISION OF SCIENCE CITY OF MUÑOZ

Enclosure No. 3 of Schools Division Memorandum No. \_\_\_\_\_, s. 2023

### SCHEDULE OF REVIEW, EVALUATION/VALIDATION AND PROVISION OF TECHNICAL ASSISTANCE

Date/Cluster	Activities	Venue	PMT Sub-team In-charge						
Day 1: August 0	8, 2023		in-charge						
East Cluster North Cluster	Performance Review, Evaluation/Validation &	Schools	PMT Sub-team A PMT Sub-team B						
South Cluster	Provision of TA		PMT Sub-team C						
Day 2: August 0	9, 2023								
Secondary	Performance Review,	Schools	PMT Sub-team A						
West Cluster	Evaluation/Validation &		PMT Sub-teams B & C						
	Provision of TA		representative and the second and th						
Day 3: August 10, 2023									
	Final Deliberation	SDO	PMT & Sub-teams						
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		Hall	SON ACCOUNTS.						
All Schoolheads	<ul> <li>Presentation of Final</li> </ul>	SDO	PMT & Sub-teams						
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	<ul> <li>Performance Planning,</li> </ul>	Hall	To the second state of the						
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