



Republika ng Pilipinas
Kagawaran ng Edukasyon

REHIYON V—BICOL

TANGGAPANG PANSANGAY NG MGA PAARALAN NG LUNGSOD NAGA

March 18, 2024

DIVISION MEMORANDUM

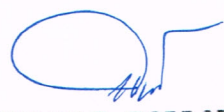
No. 94, s. 2024

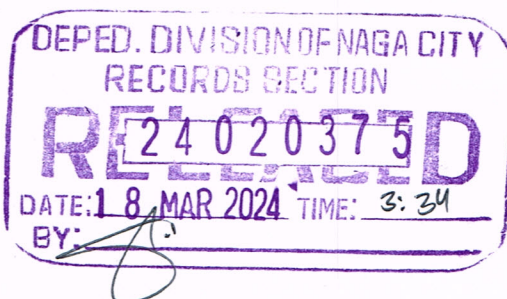
MIDYEAR PERFORMANCE REVIEW

To: Assistant Schools Division Superintendent
Chiefs CID, and SGOD
Education Program Supervisors
Public Schools District Supervisors
Public Elementary and Secondary School Heads
All Others Concerned

1. This Division shall further extend support to all the Heads of the public schools through the conduct of Midyear Performance Review on March 25-27, 2024 at the Division Office Conference Hall
2. The activity has the following objectives:
 - a. provide guidance to the school heads in realizing their respective office targets/objectives; and
 - b. ensure the readiness of the school heads for the year-end validation.
3. On the assigned reviewers and schedule, you are advised to refer to the following Enclosures for guidance:

Enclosure 1- Reviewers per KRA
Enclosure 2- Instruction and Schedule
4. Strict compliance to this Memorandum is desired.


SUSAN S. COLLANO CESO V.
Schools Division Superintendent



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Enclosure 1 to Division Memorandum No. 94 s. 2024

I. REVIEWERS PER KRA

Key Result Area	Objectives	Assigned Validator
1. LEADING STRATEGICALLY		
	1. Communicated the DepEd vision, mission and core values to the wider school community to ensure shared understanding and alignment of school policies, programs, projects and activities.	PSDS Teresita Irma S. Dy-Cok
	2. Developed and implemented with the planning team school plans aligned with institutional goals and policies	PSDS Mary Ann A. Papica
KRA 2. MANAGING SCHOOL OPERATIONS AND RESOURCES (20%)		
	3. Managed finances adhering to policies, guidelines and issuances in allocation, procurement, disbursement and liquidation aligned with the school plan.	PSDS Ramil S. Pederio and EPS Jarne Taumatorgo
	4. Managed school facilities and equipment in adherence to policies, guidelines and issuances on acquisition, recording, utilization, repair and maintenance, storage and disposal.	PSDS Benedik Waren R. Ubante
	5. Managed staffing such as teaching load distribution and grade level and subject area assignment in adherence to laws, policies, guidelines, and issuances based on the needs of the school.	PSDS Gina B. Bobis
KRA 3. FOCUSING ON TEACHING AND LEARNING (40%)		
	7. Assisted teachers in the review, contextualization and implementation of learning standards to make the curriculum relevant for learners.	PSDS Margerie B. Bathan and EPS Rhea SB. Samino
	8. Provided technical assistance to teachers on teaching standards and pedagogies within and across learning areas to improve their teaching practice	OIC PSDS Joretze S. Carandang
	9. Utilized learning outcomes in developing data-based interventions to maintain learner achievement and attain other performance indicators.	OIC PSDS Fernando M. Carandang
	10. Provided technical assistance to teachers in using learning assessment tools, strategies and results consistent with curriculum requirements to ensure accountability in achieving higher learning outcomes.	PSDS Emelyn A. Brofas and EPS Cesar T. Arriola
	11. Managed a learner-friendly, inclusive and healthy learning environment	PSDS Dante R. Santelices

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Key Result Area	Objectives	Assigned Validator
KRA 4. DEVELOPING SELF AND OTHERS (15%)		
	12. Set personal and professional development goals based on self- assessment aligned with the Philippine Professional Standards for School Heads.	EPS Elvin B. Monroy
	13. Implemented the performance management system with a team to support the career advancement of school personnel and to improve office performance	EPS Rudyard C. Balacano
	14. Implemented professional development initiatives to enhance strengths and address performance gaps among school personnel	EPS Corazon Fatima A. Silerio
KRA 5. BUILDING CONNECTIONS (10%)		
	15. Managed school organizations, such as learner organizations, faculty clubs and parent-teacher associations, by applying relevant policies and guidelines to support the attainment of institutional goals.	EPS Josefina DLC Solis
	16. Initiated partnerships with the community such as parents, alumni, authorities, industries, and other stakeholders, to strengthen support for learner development, as well as school and community involvement.	EPS Noel A. Balares
PLUS FACTOR 5%		
	17. Performed various related works/activities beyond the KRA of the school head.	EPS Herma E. Bobis

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Enclosure 2 to Division Memorandum No. 94 s. 2024

II. INSTRUCTION AND SCHEDULE

Instructions and schedule of OPR Mid-Year Coaching for School Heads

- Each school is allowed 6 members (School Head plus 5 Key Teachers) to assist the team of reviewers.
- School Head will take charge of KRA 1 while the rest of the KRAs shall be assigned to the other key teachers having 2 key teachers assigned for KRA 3 which has the highest number of objectives.
- Validation per school will run simultaneously along the different objectives for 20 minutes.
- School representatives should come 30 mins before their scheduled validation.

Day 1 March 25, 2024 (PM)

District/School	Schedule
West II	
Sta. Cruz ES	1:00 - 1:20
JRES	1:20 - 1:40
East I	
Pacol ES	1:40 - 2:00
San Rafael ES	2:00 - 2:20
San Isidro ES	2:20 - 2:40
San Isidro HS	2:40 - 3:00
Don Manuel Abella CS	3:00 - 3:20
EAST II	
Carolina ES	3:20 - 3:40
Teodora Moscoso ES	3:40 - 4:00
Morada Ramos ES	4:00 - 4:20
Panicuason ES	4:20 - 4:40
Yabu ES	4:40 - 5:00
Grand View ES	5:00 - 5:20

Day 2 March 26, 2024

District/School	Schedule
North I	
NCS I	8:30 - 8:50
Rosario V Maramba ES	8:50 - 9:10
Domingo G. Abcede ES	9:10 - 9:30
Coffee BREAK	9:30 - 10:00
North II	
NCS II	10:00 - 10:20

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Cararayan HS	10:40 - 11:00
Tinago NHS	11:00 - 11:20
North III	
CSNHS	11:20 - 11:40
Leon Mercado HS	11:40 - 12:00
Lunch BREAK	12:00 - 1:00
Carolina HS	1:00 - 1:20
North IV	
NCSHS	1:20 - 1:40
NCSAT	1:40 - 2:00
CPNHS	2:00 - 2:20
Calauag ES	2:20 - 2:40
South I	
Mac Mariano ES	2:40 - 3:00
Tinago CS	3:00 - 3:20
JB Meliton ES	3:20 - 3:40
Balatas ES	3:40 - 4:00
Balatas HS	4:00 - 4:20
South II	
VGHS	4:20 - 4:40
CGES	4:40 - 5:00

Day 3 March 27, 2024 (AM)

District/School	Schedule
South II	
VCES	8:30 - 8:50
DRES	8:50 - 9:10
DRHS	9:10 - 9:30
Coffee Break	9:30 - 10:00
West I	
Tabuco ES	10:00 - 10:20
Triangulo ES	10:20 - 10:40
Mabolo ES	10:40 - 11:00
Sta. Cruz HS	11:00 - 11:20
Mabolo HS	11:20 - 11:40
West II	
Sabang ES	11:40 - 12:00

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