



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
Gate 2, Karangalan Village, Cainta Rizal



REGIONAL MEMORANDUM

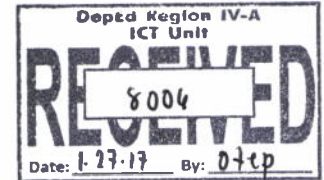
No. 046, s. 2017

TO : ALL SCHOOLS DIVISION SUPERINTENDENTS

FROM : DIOSDADO M. SAN ANTONIO
Director IV

SUBJECT : CONDUCT OF EVALUATION OF APPLICATION PROJECT CONCEPT PAPER OF SCHOOL HEADS PER DIVISION

DATE : January 26, 2017



To quality assure the Application Project Concept Paper of the School Heads who attended the SHDP: Foundation Course, each School Division Office(SDO) is highly requested to evaluate the said project based on the attached criteria. SDOs are also advised to give technical assistance if necessary in preparation for School Head's Colloquium in March 2017.

Relevant to this, kindly provide the Human Resource Development Division (HRDD) the schedule of the conduct of evaluation of the said project for monitoring purposes on or before February 9, 2017 via e-mail at td_calabarzon@yahoo.com.

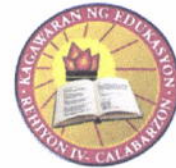
Should you have queries you may call HRDD at (02) 6825773 loc. 126.

Dissemination of this Memorandum is highly desired.





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CRITERIA FOR EVALUATION OF THE APPLICATION PROJECT CONCEPT PAPER

4- Highly Evident

2- Slightly Evident

3 – Evident

1 – Not Evident

CRITERIA	4	3	2	1
1. Introduction (Maximum of 100 words)				
a. School Head has a clear understanding of DepEd mission and vision				
b. Clarity of the role of School Head in delivering DepEd mission and vision				
2. Identified problems from 3 learning areas				
3. Problem Description				
a. Description of each problem is clearly stated.				
b. Description includes when the problem happens and who are affected by the problem.				
4. Statement of Project Objectives				
a. Project Objectives includes quantifiable or observable result when problem is solved.				
5. Benefits of Solving each identified Problem				
a. It is specific on who will benefit and how many will be benefited when problem is solved.				
b. It is specific on what are/is the exact benefit.				
c. The identified problem showed a clear statement of the contribution to DepEd in achieving the mission and vision if solved.				
TOTAL				

Technical Assistance provided by the reviewer team:

Reviewed by:

Name: _____

Position: _____

Note:

The area for consideration include:

1. Curriculum, Core, and Support Programs
2. Instructional Leadership
3. School leadership: SBM, SIP, CI, Partnership
4. Strategic Human Resource Development
5. Fiscal Management

