



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
CITY SCHOOLS DIVISION OF CABUYAO
DISTRICT 4A
MARINIG SOUTH ELEMENTARY SCHOOL

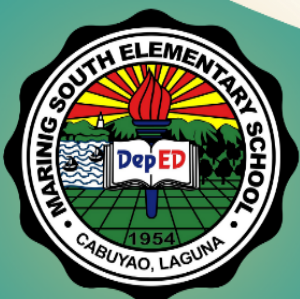
**A NARRATIVE DOCUMENTATION ON SCHOOL-BASED ORIENTATION ON
MULTI-YEAR GUIDELINES ON RPMS-PPST**

I. Introduction

In line with DepEd Order (DO) No. 2, s. 2015 prescribing the *Guidelines on the Establishment and Implementation of the Results-Based Performance Management System (RPMS)* of the Department of Education and pursuant to Section 5 of DO 42, s. 2017 on the *National Adoption and Implementation of the Philippine Professional Standards for Teachers (PPST)*, Marinig South Elementary School conducted a School-Based Orientation on Multi-Year Guidelines on RPMS-PPST last April 14, 2023, Tuesday from exactly 1:00 to 4:00 in the afternoon.

II. Training Proper

The program started with the Nationalistic song, prayer, and checking of attendance led by Ma'am Catherine N. Anabo. She, then, introduced the speaker for the training. The first was Marinig South ES School Head, Mr. Emmanuel B. Cerda. He discussed the RPMS Tools for Master Teacher I-IV or Highly Proficient Teachers as well as the 37 PPST indicators for both Proficient and Highly Proficient Tools that will be divided across (3) school years, each with a total of 15 indicators composed of Classroom Observable Indicators (COIs), Non-Classroom Observable Indicators (NCOIs), and the Plus Factor. He also explained the DepEd Order No. 009, s. 2023 about An Order Updating the Multi-Year Implementing Guidelines





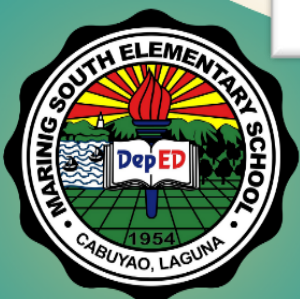
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on the Conduct of the K to 12 Basic Education Program End-of-School-Year Rites.



The second speaker was Mrs. Doris D. Herbosa, Master Teacher I. She discussed about the Participation of Teachers in Volunteer Work and Extra Curricular Activities under DepEd Order no. 008 s. 2023. The discussion focused on empowering the teachers and made it clear that they have the option to turn down invitations to community events and requests to render community service that are non-teaching or non-academic in nature, regardless of the place and time.

The third speaker to present was Mrs. Maria Eda C. Lapidez, another Master Teacher 1. She discussed the topic about DepEd Memorandum No. 020 s. 2023 – Revision to DM No. 62, s. 2022 (2022 Brigada Eskwela (BE) Implementing Guidelines). The topic focused on the response to the issues and concerns on BE Program implementation.





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The fourth and last speakers were Mrs. Leila F, Javier and Mrs. Edelene T. Escalante, both Master Teacher. Their discussion focused on the RPMS Tools for Teachers (Proficient Teachers) to be used for the school year 2023 for teachers.

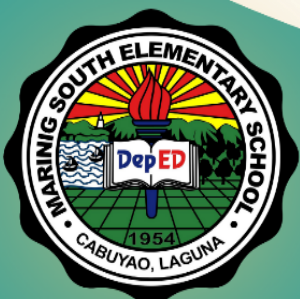
The program concluded with the awarding of certificates and a prayer.

Prepared by:


ROSE KAREEN T. RAYEL
Teacher I

Noted by:


EMMANUEL B. CERDA
Principal II





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APPENDICES:

Signed Proposal

Proposer's Copy
2023-0320-60

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Department of Education
REGION IV-A CALABARZON
CITY SCHOOLS DIVISION OF CABUYAO

1st Indorsement
March 30, 2023

Respectfully returned to **MR. EMMANUEL B. CERDA**, Principal, Marinig Elementary School, City Schools Division of Cabuyao, City of Cabuyao, Laguna the herein response to the request for the conduct of **SCHOOL-BASED ORIENTATION ON GUIDELINES ON RPMS** on April 14, 2023, at Marinig South Elementary School, City of Cabuyao, Laguna.

This Office interposes no objection to the holding of the proposed activity, provided it strictly adheres to and supports the **MATATAG Commitments of DepEd, Division Education Development Plan (DEDP)** to improve access to Inclusive Quality Basic Education, **DepEd Order No. 39, s. 2022** (Health and Safety Protocols in Light of the COVID-19 Pandemic) and strictly should not disrupt classes as indicated in **DepEd Order No. 9, s. 2005** (Instituting Measures to Increase Engage Time-On-Tasks and Ensuring Compliance Therewith).

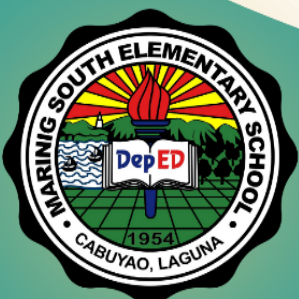
Documents submitted to this Office were evaluated and rated as **EXTREMELY HIGH COMPLIANCE**, thus recommended to proceed but advised to correct deficiencies and may be subject to audit.

Likewise, activity reportorial documents are expected to be submitted to the Public Schools District Supervisor for information and evaluation reference.

Herberto Jose D. Miranda
HEREBERTO JOSE D. MIRANDA, CESO VI
Schools Division Superintendent

SGOD-HRDS/PA-04-03-2023

Address: Cabuyao Enterprise Park, Cabuyao Athletes Basic School (CABS)
Brgy. Banay-Banay, City of Cabuyao, Laguna
Contact No.: +63 991 470 1994
Email Address: division.cabuyao@deped.gov.ph
Website: depedcabuyao.ph





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2023-0320-60

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PUROK 5 BRGY. MARINIG, CABUYAO CITY, LAGUNA

March 20, 2023

HEREBERTO JOSE D. MIRANDA, CESO VI
Schools Division Superintendent
City Schools Division of Cabuyao
City of Cabuyao, Laguna

Sir:


The undersigned would like to seek permission from your office for the conduct of **School-Based Orientation on Multi-Year Guidelines on RPMS-PPST** on April 14, 2023, 1:00 PM- 4:00 PM at Marinig South Elementary School. This activity is anchored on the Project PDAT (Professional Development for Aspiring Teachers) of the Enhanced School Improvement Plan and Basic Education Development Plan.

In compliance with the time-on-task policy, the school ensures that there will be no classes disrupted in the conduct of the orientation.

Attached herewith is the program proposal with complete activity documents for further evaluation. We are hoping for the approval and accept recommendation if needed.

Thank you and God bless!

Respectfully yours,

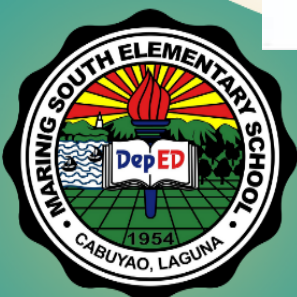

EMMANUEL B. CERDA
Principal II

Noted:


BELEN G. GIMUTAO
Public Schools District Supervisor



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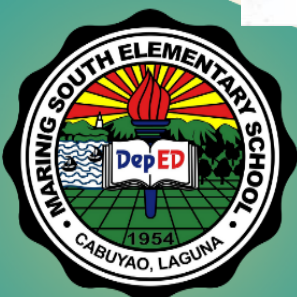
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PROGRAM/ ACTIVITY PROPOSAL

I. PROJECT TITLE:	SCHOOL-BASED ORIENTATION ON MULTI-YEAR GUIDELINES ON RPMS-PPST
II. VENUE:	MARINIG SOUTH ELEMENTARY SCHOOL
III. DATE:	APRIL 14, 2023 1:00-4:00 PM
IV. PROPONENT/S:	EMMANUEL B. CERDA <i>Principal II</i> EDELENE T. ESCALANTE <i>Master Teacher I</i>
V. PROJECT/ TRAINING DESCRIPTION	
A. RATIONALE:	<p>Consistent with DepEd Order (DO) No. 2, s. 2015 prescribing the Guidelines on the Establishment and Implementation of the Results-Based Performance Management System (RPMS) of the Department of Education and pursuant to Section 5 of DO 42, s. 2017 on the National Adoption and Implementation of the Philippine Professional Standards for Teachers (PPST), which mandates that all performance appraisals for teachers shall be based on this set of standards, the Department of Education (DepEd) issued the DepEd Memorandum No. 008 s. 2023 titled "Multi-Year Guidelines on the Results-Based Performance Management System – Philippine Professional Standards for Teachers (RPMS-PPST) which states that the enclosed procedures and all other necessary information on the adoption and implementation performance management and appraisal for teachers are vital in accomplishing their tasks.</p> <p>This activity is anchored on the Project PDAT (Professional Development for Aspiring Teachers) of the Enhanced School Improvement Plan and Basic Education Development Plan. Based on the 2021-2022 IPCRF results, 39 out of 42 teachers achieved Very Satisfactory rating, with this the School Head and Master Teachers come up with need to formally orient the teachers on the multi-year guidelines of the RPMS-PPST can help teachers reflect on and assess their own practices as they aspire for personal growth and professional development.</p>



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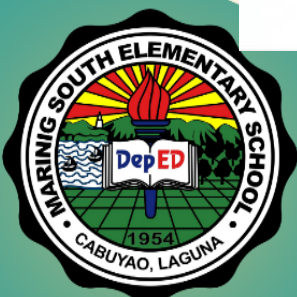


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	In connection to this, Marinig South Elementary School will be holding a School-Based Orientation this coming April 14, 2023, Tuesday at 1:00 - 4:00 pm. Teachers of both sexes will surely benefit from the activity through the orientation. It will give proficient and highly proficient teachers an opportunity to make them equip with new guidelines of the RPMS-PPST.			
B. OBJECTIVES:				
B.1 TERMINAL OBJECTIVE:	At the end of the activity, the participants will be able to orient and use the new RPMS-PPST guidelines during mid-year review.			
B.2 ENABLING OBJECTIVES:	Specifically, Participants will be able to: a. Identify the new guidelines and indicators in RPMS-PPST b. Use the new guidelines in filling-up mid-year review form. c. Reflect on the new guidelines and indicators of RPMS-PPST through journal.			
C. TARGET PROFESSIONAL STANDARD DOMAIN/ STRANDS (PPST/ PPSSH/ PPSS)				
	STANDARDS	PPST	PPSSH	PPSS
	DOMAIN/S	7. Personal Growth and Professional Development	4. Developing Self and Others	N/A
	STRAND/S	7.5 Professional development goals	4.1. Personal and professional development	N/A
	INDICATOR/S	7.5.2 Set professional development goals based on the Philippine Professional Standards for Teachers.	4.1.2. Set professional and personal development goals based on self-assessment aligned with the Philippine Professional Standards for School Heads.	N/A
D. METHODOLOGY:				
	To ensure productive results and quality assure the effective implementation of the program, the following strategies shall be utilized:			
D.1 STRATEGIES:	1. Planning			



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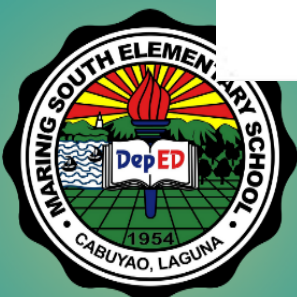


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	2. Meeting		
	3. Discussion		
	4. Workshop		
	5. Presentation		
	6. Evaluation		
D.1.1 EVALUATION:	LEVEL 1 (REACTION)	LEVEL 2 (LEARNING)	
	Evaluation Tool	Mid-Year Review Form/ Journal Entry	
E. PARTICIPANTS:			
NO.	NAME	SEX	DESIGNATION/ OFFICE
1	EMMANUEL B. CERDA	M	Principal II
2	MYLEN O. CORDENETE	F	Teacher I
3	VILLA A. CERDA	F	Teacher I
4	LEONIDA L. ABAÑO	F	Teacher I
5	MARIA SHIELA S.J. VENECIO	F	Teacher I
6	MARY ANN A. CANCISIO	F	Teacher I
7	JHENELYN B. VILLEGAS	F	Teacher I
8	PRINCESS GLORIE R. SANCHEZ	F	Teacher II
9	MYRNA B. BONAGUA	F	Teacher I
10	MERIAM A. LABONETE	F	Teacher I
11	JOY L. NIDOY	F	Teacher I
12	ZENAIDA D. ALLAYBAN	F	Teacher I
13	MARIMAR V. VALENZUELA	F	LSB-Teacher I
14	JULIETA M. CAYAS	F	Teacher I
15	MERLY T. SAYGO	F	Teacher I
16	MARY JANE R. MARQUEZ	F	Teacher I
17	CATHERINE N. ANABO	F	Teacher I
18	JULIA B. RIZALDO	F	Teacher I
19	MARICEL B. SUMA-OY	F	Teacher II
20	MARIANE L. CIDRO	F	Teacher I
21	IMIE DIANN C. PAJARES	F	Teacher I
22	ROSEFE B. BERNABE	F	Teacher III
23	LUNINGNING P. MABUTI	F	Teacher I
24	DIANA JEAN D. LOZADA	F	Teacher I
25	VILMA R. DOROL	F	Teacher I
26	MARIA CORAZON J. BALTAZAR	F	Teacher I
27	ALMA D. GATON	F	LSB- Teacher I
28	ROSE KAREEN T. RAYEL	F	Teacher I
29	DORIS D. HERBOSA	F	Master Teacher I
30	IMELDA M. LIBROJO	F	Teacher III
31	MARIETA C. TAYO	F	Teacher I



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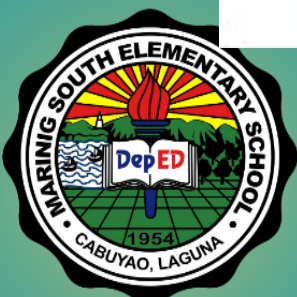


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32	EDGAR G. AQUINO	M	Teacher III
33	IMEE CZERINA D. DELOS SANTOS	F	Teacher I
34	JUAN MARIO P. YUMENA	M	Teacher III
35	MARIA EDA C. LAPIDEZ	F	Master Teacher I
36	LEILA F. JAVIER	F	Master Teacher I
37	EDELENE T. ESCALANTE	F	Master Teacher I
38	ARTURO P. GALANG	M	Teacher I
39	KIM ALDEN O. AIDALLA	M	Teacher I
40	LILIBETH P. VILLAMIN	F	Teacher I
41	ALICIA M. GUEVARA	F	Teacher III
42	BEVERLY R. CABATO	F	Teacher I
43	LOVELLA I. CORDENETE	F	Teacher I
44	JINGIE D. ULGASAN	F	LSB- Teacher I
45	DYRILLE R. VALENCIA	F	LSB- Teacher I
F. PROGRAM MANAGEMENT TEAM AND TERMS OF REFERENCES			
DESIGNATION	NAME	FUNCTION	
Program Director	EMMANUEL B. CERDA	Supervises the planning and implementation of the training program.	
Program Manager/s	EDELENE T. ESCALANTE	Oversees the entire program, coordinates all efforts and focuses on actual training to ensure that the program is implemented as planned.	
Program Coordinator	DORIS D. HERBOSA	Ensure that the program for the day is implemented as planned, manage the activities for the day.	
Resource Persons	EMMANUEL B. CERDA DORIS D. HERBOSA LEILA F. JAVIER MARIA EDA C. LAPIDEZ EDELENE T. ESCALANTE	Deliver the training	
Logistics Officer	VILMA R. DOROL ROSEFE B. BERNABE	Plan and secure logistics to support the training.	
Welfare Officers	EDMOND O. GALANG	Ensure that the provisions for health, wellness and security are in place.	
Finance Officers	ALICIA M. GUEVARA	Oversee the efficient allocation of funds and timely release of payments as well as documentation for liquidation.	



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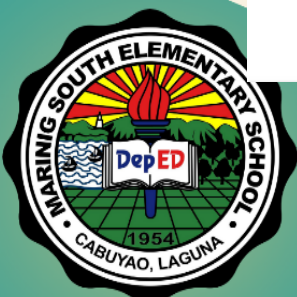


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Documenters	PRONCESS GLORIE R. SANCHEZ DIANA JEAN D. LOZADA MARIA CORAZON J. BALTAZAR ROSE KAREEN T. RAYEL	Take note of the important details, prepare documentation and accomplishment report.	
Monitoring & Evaluation	MARIETA C. TAYO	Responsible for designing and implementing the M&E activities of the training	
Program Facilitators	CATHERINE N. ANABO	Prepares and facilitates the opening and closing program	
Hall and Sound Preparation	ARTURO P. GALANG KIM ALDEN O. AIDALLA	Prepare and assure functional sound system and convenient hall accommodation and ventilation for conducive learning.	
Secretariat	LILIBETH P. VILLAMIN BEVERLY R. CABATO	Attend to the daily records of attendance, meal attendance, prepare certificates of participation, recognitions, and appearances.	
Stage Decoration	MERIAM A. LABONETE IMIE DIANN C. PAJARES MYRNA B. BONAGUA	Prepare and assure the function of stage and its set up	
G. TRAINING MATRIX:			
TIME	NO. OF MINUTES	ACTIVITIES/ TOPICS	PERSON IN-CHARGE
1:00- 1:30	30	Preliminaries	Catherine N. Anabo
1:30- 2:00	30	Opening Program	Catherine N. Anabo
2:00 – 3:00	60	Orientation on Multi-Year Guidelines on RPMS-PPST	Emmanuel B. Cerdá Doris B. Herbosa Maria Eda C. Lapidez
3:00 – 3:30	30	Workshop	Leila F. Javier Edelene T. Escalante
3:30 – 3:40	10	M&E	Marieta C. Tayo
3:30 - 4:00	30	Closing Program	Catherine N. Anabo
H. FUNDING SOURCE:			



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Expenses to be incurred in this activity shall be charged to the school canteen subject to usual accounting and auditing rules and procedures.

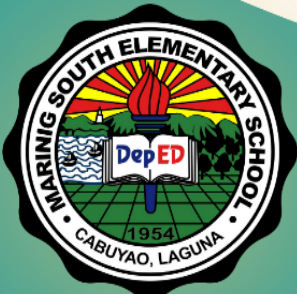
ITEMS	AMOUNT	NUMBER OF PARTICIPANTS	AMOUNT	TOTAL
Biscuits	P 10.00	45	P 450.00	P 450.00
Bottled water	P 10.00	45	P 450.00	P 450.00
Printed certificates	25	45	P 225.00	P 225.00
TOTAL AMOUNT				P 1,125.00

I. EXPECTED OUTPUT:
 The participants are expected to have:
 Accomplished Mid-Year Review Form and reflected the guidelines in a journal

PREPARED BY: <i>Escalante</i> EDELENE T. ESCALANTE		NOTED: <i>Cerda</i> EMMANUEL B. CERDA	
DESIGNATION: Master Teacher I	DATE: March 20, 2023	DESIGNATION: Principal II	DATE: March 20, 2023
APPROVED BUDGET: <i>Bermillo</i> SUSAN P. BERMILLO		FUNDS AVAILABLE: <i>Guevara</i> ALICIA M. GUEVARA	
DESIGNATION: Administrative Officer II	DATE: March 20, 2023	DESIGNATION: Canteen Manager	DATE: March 20, 2023
RECOMMENDING APPROVAL: GREGORIO A. CO, JR Assistant Schools Division Superintendent DATE: <i>APR 04 2023</i>			
APPROVED: HEREBERTO JOSE D. MIRANDA, CESO VI Schools Division Superintendent DATE: <i>04 APR 2023</i>			



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Monitoring and Evaluation Report

Republic of the Philippines
DEPARTMENT OF EDUCATION
 Region IV-A, CALABARZON
 CITY SCHOOLS DIVISION OF CABUYAO

QAME ANALYSIS FORM 2: SUMMARY OF DAILY MONITORING AND EVALUATION REPORT

Title of the Training Program: SLAC- IPRCF-RPMS ORIENTATION

Inclusive Dates: APRIL 24, 2023

Learning Service Provider: MARINIG SOUTH ELEMENTARY SCHOOL

Venue: MARINIG SOUTH ELEMENTARY SCHOOL – GRADE 6 MOLAVE CLASSROOM

Proponent: EMMANUEL B. CERDA, LEILA F. JAVIER

Division/HEI: CITY SCHOOLS DIVISION OF CABUYAO

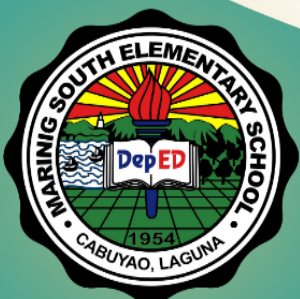
Date Monitored: APRIL 24, 2023

Name of Monitor: MARIETA C. TAYO

1. What is the daily overall rating of the sessions and facilitators?

Day	General Rating for Activity	General Rating for Venue	General Rating for PMT	General Rating for Meal	*Verbal Descriptor
1	3.63	3.48	3.51	2.31	Very Satisfactory
Verbal Descriptor	Very Satisfactory	Satisfactory	Very Satisfactory	Very Satisfactory	Very Satisfactory
Ave. for Operations Activity, Venue, and PMT/ Verbar Descriptor:	3.23 Very Satisfactory				
Major Observations/Findings: Preferable delivery of over-all program operation.					

Adapted from National Education Academy of the Philippines (NEAP) QAME ANALYSIS FORM 2: Summary of Daily Monitoring and Evaluation Report





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*1.00-1.44 (Very Unsatisfactory); 1.45-2.44 (Unsatisfactory); 2.45-3.44 (Satisfactory); 3.45-4.00 (Very Satisfactory)

2. Are there critical incidents that should be addressed by the Training Program Provider/Management

Critical Incident/s Based on STAR	Action Taken	Status
The venue was not well ventilated.	The teachers provided some electric fans from other classrooms.	solved

4. ANALYSIS OF THE END-PROGRAM EVALUATION

Top three (3) responses based on participants' feedback

SIGNIFICANT LEARNING (based on participants' feedback):

1. It give us an idea how to achieve the criteria in the ipcrf.
2. Learned how to view teaching and alike objectively.
3. Orientation of RPMS, this will eventually guide teachers to prepare needed MOVs.

LEARNING IMPACT/FURTHER LEARNING (based on participants' feedback):

1. Prepare the necessary mov's in advance.
2. Application of the all the knowledge learned.
3. Asked stimulating questions about the topic..

SUGGESTED TOPIC/S FOR FUTURE SEMINAR/WORKSHOP (based on participants' feedback):

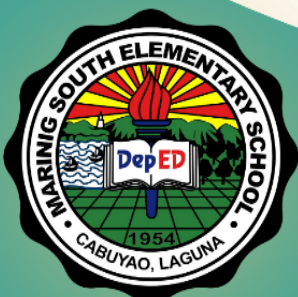
1. Making a program about in Excel.
2. Students with learning disabilities.
3. Teaching strategies.

COMMENTS/SUGGESTIONS FOR PROGRAM IMPROVEMENT (based on participants' feedback):

- 1 The audience not attentive to listen to the speaker especially in the morning session.
2. Materials needed should be distributed ahead of time.
3. Kapag gumawa Ng RPMS sana ay maging uniform ang layout.

RECOMMENDATION/S:

Adapted from National Education Academy of the Philippines (NEAP) QAME ANALYSIS FORM 2: Summary of Daily Monitoring and Evaluation Report





Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
CITY SCHOOLS DIVISION OF CABUYAO
DISTRICT 4A
MARINIG SOUTH ELEMENTARY SCHOOL

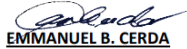
1. Start the activity on time.
2. Provision of powerpoint during the session.
3. Be reminded of the proper ethics during faculty meeting.

Prepared and submitted:


MARIETA CAYO

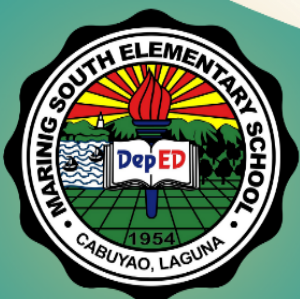
Signature Over Printed Name/Designation/Date

Noted:


EMMANUEL B. CERDA

Signature Over Printed Name/Designation/Date

Adapted from National Education Academy of the Philippines (NEAP) QAME ANALYSIS FORM 2: Summary of Daily Monitoring and Evaluation Report



MASIGASIG
Batang Timog Marinig

