

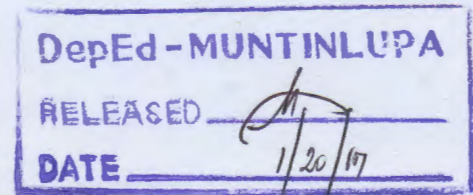


Republic of the Philippines
Department of Education
National Capital Region

SCHOOLS DIVISION OFFICE CITY OF MUNTINLUPA

January 19, 2017


DIVISION MEMORANDUM



TO: OIC-Assistant Schools Division Superintendent
Chief Education Supervisor, School Governance and Operations Division
Chief Education Supervisor, Curriculum Implementation Division
Public Elementary & Secondary School Principals / OICs

SCHEDULE OF SCHOOL REPORT CARD (SRC) PREPARATION, PRESENTATION TO THE STAKEHOLDERS AND REPORTING

1. With reference to DepEd Memorandum No. 160, s. 2016 re: Status of Implementation of the School Report Card, public schools are required to present the SRC in school assemblies specified between October 1-14, 2016 (Midterm) and between **March 1-11 (End Term)** of the current year.
2. In relation to this, all schools are required to prepare/update the School Report Card and make it ready for presentation to the stakeholders and for reporting to the Division and Regional offices.
3. For purposes of activity monitoring, please submit your **Program of Activities on the Presentation of School Report Card (SRC) to the Stakeholders** not later than February 22, 2017 to the School Management Monitoring and Evaluation Section, SGOD.
4. Attached are the DepEd Memorandum and the Program of Activities Template.
5. For information and compliance.


MAURO C. DE GULAN, Ed. D.
Schools Division Superintendent





Republic of the Philippines
Department of Education

9/29/16
 9:20
 9:20

28 SEP 2016

DepEd MEMORANDUM
 No. **160**, s. 2016

STATUS OF IMPLEMENTATION OF THE SCHOOL REPORT CARD

To: Regional Directors
 Schools Division Superintendents
 Public Elementary and Secondary Schools Heads
 All Others Concerned

- The School Report Card (SRC) is one of the core components of the School-Based Management thrust of the Department of Education (DepEd). The SRC is prepared by the schools twice a year in a school year (SY) to further strengthen shared governance through the increased awareness and stronger participation of the community and other stakeholders in making the school a better place for learning.
- In line with this and in accordance to DepEd Order No. 23, s. 2016 entitled *School Calendar for School Year 2016-2017*, all schools division superintendents are advised to constantly remind all school heads or principals of the following schedules for the **Status of Implementation of the SRC**:

Activity	Date	
	October SRC	March SRC
Preparation of SRC	September 15-30, 2016	February 15-28, 2017
Presentation of SRC in School Assemblies	October 1-14, 2016	March 1-11, 2017
Submission of Feedback on SRC using this link bit.ly/src_monitoring_form	October 7-14, 2016	March 7-11, 2017

- Moreover, the Schools Governance and Operations Division (SGOD) shall accomplish the SRC Monitoring Sheet provided in the enclosure to help in monitoring the current status of SRC implementation in schools. This should be sent in Excel format through email at bhrod.sed@deped.gov.ph on or before **October 10, 2016**.
- To facilitate the monitoring of the SRC implementation in schools, the schools division offices shall assign their respective focal person in Information and Communications Technology to make a Google Drive or a Dropbox folder organized by school year, wherein they should upload either of the following:
 - Scanned Cover Page of schools' SRCs; or
 - Word/PDF copy of schools SRCs.
- The link to these scanned or Word/PDF copies must be written in Column 4 (Google Drive/Dropbox link containing the SRCs of the Schools) of the SRC Monitoring Sheet. All concerned must refer to Annex 11 (SRC Summary Report of Information) of DO 44, s. 2015 entitled *Guidelines on the Enhanced School Improvement Planning (SIP) Process and the School Report Card (SRC)*, in filling out Column 5 (Number of SRC Data Present). There must be a minimum of 19 SRC data needed in the SRC.

6. The SGOD must provide technical assistance to schools in developing their SRCs especially to those having trouble in developing their SRCs, if the minimum 19 SRC data are not present or if the schools have not started yet the development of the SRC.

7. For more information, all concerned may contact **Ms. Marian Efondo**, Bureau of Human Resource and Organizational Development-School Effectiveness Division (BHROD-SED), Department of Education (DepEd) Central Office, 4th Floor, Mabini Building, DepEd Complex, Meralco Avenue, Pasig City at telephone no. (02) 633- 53-97.

8. Immediate dissemination of this Memorandum is desired.

Jenic Lente


LEONOR MAGTOLIS BRIONES
Secretary

Encl.:

As stated

References:

DepEd Order: (Nos. 44, s. 2015 and 23, s. 2016)

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

PERFORMANCE
PROGRAMS
PROJECTS
REPORT
SCHOOLS
SCHOOL DEVELOPMENT

APA/R-DM- Status of Implementation of the School Report Card
0686/September 20, 2016

028-2016

2
7

