

Republic of the Philippines  
Department of Education  
Region VI – Western Visayas  
**SCHOOLS DIVISION OFFICE of KABANKALAN CITY**  
*City of Kabankalan*

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**DIVISION MEMORANDUM**

No. 125, s. 2019

**TO:** Asst. Schools Division Superintendent  
Chiefs, CID & SGOD  
Education Program Supervisors  
Public Schools District Supervisors  
Public Elementary and Secondary School Heads

**FROM:** MA. LORLIE M. ORTILLO, CESO VI  
Schools Division Superintendent

**SUBJECT: Evaluation and Validation of the 2018 School Heads Development Program (SHDP): Foundation and Advanced Courses and instructional Leadership Program Division and District Supervisors**

1. In lieu with the Regional Memorandum No. 204 s. 2019 on the Evaluation and Validation of the 2018 School Heads Development Program (SHDP): Foundation and Advanced Courses and Instructional Leadership Program Division and District Supervisors and prior to the Regional forum and completion ceremony, the Schools Division Office of Kabankalan City will conduct an evaluation and validation of all Application Projects (AP) of Public Elementary and Secondary School Heads, Education Program Supervisors and Public Schools District Supervisors as the final requirement of the NEAP courses attended last 2018 following the schedules below:

Activity	Target Dates	Venue
Submission of Application Projects	August 19 -23, 2019	HRD Unit, SGOD Office
Evaluation and Validation of Application Projects / Presentation	August 26 -30, 2019	Division Conference Hall

2. SHDP- FC, SHDP – AC, and ILPDDS Application Projects (PA) shall be evaluated using the following Criteria stipulated on RM No. 204 s. 2019.
3. The Application Projects will be evaluated by the Over-all Team composed of the following:  
Chairperson: Assistant Schools Division Superintendent (ASDS)  
Co-chairpersons: CID and SGOD Chiefs  
Members: SGOD EPS, HRD SEPS/II, M & E SEPS/II, and NEAP-R Facilitators of the Division who served during the SHDP and ILPDDS.
4. The participants are expected to prepare a five minute-video presentation of the Application Projects (AP) to determine the application of the learned competencies from the course attended in improving and delivering the best impact on school/district/learning area. However, all necessary evidences relevant to the Application Projects should also be presented for examination during the presentation.
5. For immediate dissemination of this Memorandum is earnestly desired.