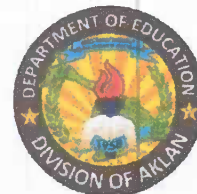




Republic of the Philippines
Department of Education
Region VI – Western Visayas
DIVISION OF AKLAN
Archbishop Gabriel M. Reyes Street, Kalibo, Aklan



September 2, 2019

DIVISION MEMORANDUM

No. 271, s. 2019

2019 DIVISION SBM-WinS LEARNING EXCHANGE

To: **OIC, Assistant Schools Division Superintendent**
Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
Principals/ Head Teacher In-Charge of the District
Senior/Education Program Specialists
Heads of Public/Private Elementary, Secondary and Integrated Schools
SBM-WinS Technical Working Group

1. The Department of Education (DepEd), Division of Aklan, through the School Governance and Operations Division (SGOD) will conduct the **2019 Division SBM-WinS Learning Exchange** on October 8-9, 2019 at Linayasan Elementary School, Linayasan, Altavas, Aklan.
2. This activity aims to:
 - a. advocate SBM-WinS Program Implementation;
 - b. showcase best practices and innovations;
 - c. provide avenue for benchmarking activities of the SBM-WinS Program Implementation, and;
 - d. recognize the schools with best practices on SBM-WinS program implementation.
3. The participants to this activity are the following:



Participants	No. of Participants
Office of the Schools Division Superintendent	
Schools Division Superintendent	2
OIC-Office of the Assistant Schools Division Superintendent	
AOV-Budget and Finance, Accountant III, AOV-General Services, ITO I-Information and Communication Technology, Attorney-Legal Services, AOIV-Property and Supply, AOIV-Cash, AOIV Records, and AOIV-Personnel	9
Curriculum Implementation Division	
Chief Education Supervisor	1
Education Program Supervisors	9
Public Schools District Supervisors	9
Education Program Specialists (ALS), PDOII and Librarian II (LRMDS)	4
School Governance Operations Division	
Chief Education Supervisor	1
Education Program Supervisor	1
Senior/Education Program Specialists	7
Planning Officer III	1

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Engineer III-Education Facilities	1
Project Development I (Youth Formation Coordinators)	2
Medical Officer III, Dentists, and Nurses	13
Other Division Personnel	5
Participants in the District, School, and other Stakeholders	
School Heads (1 Elem SH and 1 Sec SH per District)	38
District SBM Coordinators (1 per District)	19
District Planning Officers (1 per District)	19
District ICT Coordinators (1 per District)	19
District Health Coordinator	19
External Stakeholders (1 per District)	19
Division Federated GPTA President	1
Division Federated SPG/SSG Presidents	2
WinS Three-Stars School Heads and School SBM Coordinators	18
Linayasan ES Personnel	15
Other invited visitors/guests	10
Regional representatives	2
Total	246

4. Attached are the following:
 - a. Enclosure No. 1 – Matrix of Activities
 - b. Enclosure No. 2 – Guidelines on SBM-WinS Presentation
 - c. Enclosure No. 3 – Guidelines on SBM WinS Exhibit
5. Expenses relative to the conduct of the event shall be charged against local funds, subject to the usual accounting and auditing rules and regulations.
6. Immediate and wide dissemination of this Memorandum is desired.

FOR THE SCHOOLS DIVISION SUPERINTENDENT:


PATROCENIA Y. MAMBURAM
 Administrative Officer V
 General Services
 In-Charge of the Division 

Enclosures: as stated
 Reference: NONE

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

POLICY

PROGRAM

PROJECT

JRP

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MATRIX OF ACTIVITIES

Time	Activity
October 8, 2019 8:00AM-5:00PM	Installation of Booth/Exhibits
October 9, 2019 7:30-8:30 AM	Registration and Parade
8:30-9:30 AM	Ribbon Cutting: Opening of Exhibit
9:30-10:30 AM	Opening Program
10:30-10:45 AM	WinS Program Overview: Reaching the Stars
10:45-11:00 AM	DepEd Aklan: Soar High in SBM WinS
11:00-11:30 AM	<p>BERF Research: Effectiveness of Menstrual Hygiene Management Researcher: PSDS Arlyn I. Regalado Public School District Supervisor Districts of Kalibo I and II</p> <p>Dr. Raffy F. Paller Master Teacher I Gaudencio L. Vega National High School</p> <p>Mrs. Rosalie R. Zapico Master Teacher I Pook Elementary School</p> <p>Presenter: Dr. Raffy F. Paller, MT-I, GLVNHS</p>
11:30-12:00 AM	<p>SBM-WinS Implementation of Three Star School Presenter: Mr. Gerry D. Almanon School Principal II Linayasan Elementary School Altavas District Three-Star School</p>
12:00-1:00 PM	Lunch Break
1:00-3:00 PM	Breakout Sessions: District SBM-Wins Presentation
3:00-5:00 PM	Awarding and Closing Program

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Guidelines on SBM-WinS Presentation

1. Each district shall create a 3 to 5-minute video presentation in a conversation or story-telling style and presented during the Division Learning Exchange.
2. The video presentation will focus on the best practices and innovations in five (5) areas of SBM-WinS:
 - Water
 - Sanitation
 - Hygiene
 - Deworming
 - Health Education
3. The video presentation should include the actual photos (preferably in action), video clips (such as testimonies of stakeholders) and other evidences related to SBM-WinS best practices and innovations.
4. The presentation format should be:

SBM-WinS Best Practice and Innovations

I. Rationale and Overview

- SBM-WinS Situation (Based on the result of the 3 Star Approach)
 - ✓ Water
 - ✓ Sanitation
 - ✓ Hygiene
 - ✓ Deworming
 - ✓ Health Education

Note: Use maps / graphs as needed

- Critical Needs of the SBM-Wins Implementation
(Based on the result of the 3 Star Approach)

II. SBM-WinS Implementation, Best Practices, and Innovations

Includes the following:

- SBM Best Implementer Schools
- SBM-WinS and SIP
- Integration of SBM-WinS in the Curriculum
- Behaviour and Practices such as:
 - ✓ Hand washing with soap
 - ✓ Menstrual Hygiene Management
 - ✓ Other (brushing teeth, water treatment, waste management etc)

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III. Challenges, Insights and Lessons Learned

Identify the challenges encountered and the insights gained or lessons learned in the implementation of SBM-WinS

IV. Way Forwards on WinS

Future plans to sustain SBM-WinS Implementation

- The video must end on SBM-WinS Quotation(s)

5. These are the key questions that should be answered in the presentation:
 - a. What is the situation of SBM-WinS implementation? What are the critical areas on the SBM-WinS that need to be addressed? (based from the 3-star approach)
 - b. What are the best practices and innovations implemented for the five (5) areas?
 - c. What are the challenges encountered and insights/lessons learned in the implementation of SBM-WinS?
 - d. What are the next steps to undertake in order to sustain the implementation of SBM-WinS?
6. Following the prescribed format, submit the video presentation in CD in the Division Office to **ITO Floradel P. Jamero, on or before October 1, 2019.**

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Guidelines on SBM-WinS Exhibit

1. Each district shall set up an exhibit which includes poster presentation (tarpaulin), SBM-WinS IEC materials, and SBM-WinS portfolio.
2. The following are the guidelines for:

- **Poster Presentation**

- ✓ The poster shall be in the form of a tarpaulin.
- ✓ The measurement should be five (5) feet for the height and three (3) feet for the width (5ft x 3ft).
- ✓ Easel stand/Supporting structures for the poster is 2 feet from the ground.
- ✓ The poster presentation should include the :
 - Result of 2018 WinS Online Monitoring System (use maps / graphs as needed)
 - Over-all Star Level and Star Level per WinS Area (water, sanitation, hygiene, deworming, and health education)
 - Challenges, Best Practices, Innovations, and Sustainability plan.
- ✓ Pictures should be clear with accompanying textual description.

- **SBM-WinS IEC Materials**

- ✓ The IEC materials shall be in the form of brochures, flyers, pamphlets, magazine, newsletters, etc.
- ✓ These will capture the milestones and success stories of the SBM-WinS Implementation.
- ✓ Pictures should be clear with accompanying textual description.

- **SBM-WinS Portfolio**

- ✓ The portfolio shall contain all possible forms of MOVs of the five (5) major SBM-WinS areas per indicator.
- ✓ Pictures should be clear and MOVs should be labelled appropriately and comprehensively.

NOTE: The layout and design of the poster and portfolio is the prerogative of the presenting district. All exhibits must be corporate/business looking. Decorations are highly discouraged.

3. Setting-up of exhibit in the venue will be on **October 8, 2019, 8:00 AM - 5:00 PM.**

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