



Republic of the Philippines  
**DEPARTMENT OF EDUCATION**  
Region VII, Central Visayas  
**TAGBILARAN CITY SCHOOLS DIVISION**  
City of Tagbilaran

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November 21, 2018

Division Memorandum  
No. 688 s. 2018

**SBM SCHOOL COORDINATORS MEETING**

To: All Public Elementary and Secondary School Heads  
School SBM Coordinators  
SBM Technical Working Group  
All others concerned

1. All School SBM Coordinators are enjoined to attend a meeting on November 26, 2018, Monday at 3:00 P.M. Division Conference Room. The following are the main agenda:
  - a. SBM Assessment Result Feed backing;
  - b. Preparation to the coming SIP End of Cycle Review come December 4-5, 2018; and
  - c. Common understanding of the templates and related documents;
2. Expenses relative to and in the conduct of this SBM School Coordinators Meeting is chargeable to School local / MOOE Funds and Division MOOE Funds subject to the usual accounting and auditing rules and regulations.
3. Immediate dissemination and compliance of this memorandum is desired.

  
**VIRGINIA C. ZAPANTA, Ed.D., CESO V**  
Schools Division Superintendent  
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