



Republic of the Philippines
Department of Education
REGION III
SCHOOLS DIVISION OF ANGELES CITY



DIVISION MEMORANDUM
NO. 176 s. 2020

To: Assistant Schools Division Superintendent
Chiefs, CID and SGOD
Education Program Supervisors
Public Schools District Supervisors
Senior Education Program Specialists
Education Program Specialists
Public Elementary and Secondary School Heads/ OICs (JHS/ SHS)
Head Teachers in Charge of Senior High School
Division Unit Heads
Non- Teaching Personnel

From: Office of the Schools Division Superintendent

Date: August 11, 2020

Subject: **STRENGTHENING THE CONDUCT OF RESEARCH IN THE DIVISION**

1. In the recently concluded presentation of the Division's Monitoring and Evaluation Plan and Adjustment (DMEA) report to the Regional Office, our Schools Division Office was commended because we have successfully achieved our targets for the First and Second Quarters for the following Key Result Areas namely: 1. Strategic Management and Operations; 2. Curriculum and Instruction Management; 3) Resource Management; and 4) Partnership and Linkages.
2. However, the Human Resource Management and Development area was found out to be the Division's priority improvement area. One of our target deliverables is to come up with 20 action researches to be conducted by supervisors, school heads, teachers and non-teaching staff. Our actual accomplishment for this area for the first and second quarters is 0. A gap is undoubtedly evident. With this, an adjustment must be done in the third and fourth quarters to meet our target.
3. Thus, this Office calls for the conduct and submission of action researches from teachers, school heads, supervisors, and non-teaching personnel.
4. In support to the mandate of the Department of Education to strengthen research in the Department as written in the Governance of Basic Education Act of 2001 (RA 9155) , DepEd Order No. 39, s. 2016, DepEd Order No. 12, 2. 2020 and the Regional Memorandum No. 185, s.



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2020, " Harmonized Regional Basic Education Research Agenda, the researches to be conducted must be aligned with the four (4) themes of the Basic Education Research Agenda which are : 1) Teaching and Learning, 2) Child Protection, 3) Human Resource Development and Governance and the three cross-cutting themes namely, Gender and Development, Disaster Risk Reduction and Management and Inclusive Education. Topics for each theme are found in Enclosure 1 of this Division Memorandum.

5. All supervisors, school heads and unit heads are encouraged to initiate the conduct of Research Seminars to upskill the competencies of teachers and non-teaching personnel on the Basic Education Research Agenda and the Harmonized Regional Basic Education Research Agenda.
6. Furthermore, to align the Division processes and guidelines in the conduct of researches and innovation projects to the Proposed New Merit Selection Plan of the Department, this Office adopts the processes and guidelines as presented in Enclosure Nos. 2 and 3 of this Memorandum effective August 29, 2020.
7. The Division and School level Research Committees shall be reactivated for this purpose.
8. For wide dissemination and compliance to this Memorandum is hereby enjoined.

MA. IRELYN P. TAMAYO, Ph. D. CESE
Assistant Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent

rtb/aaidevi/asds

Control No: _____



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	<ul style="list-style-type: none">▪ Child Labor▪ Gambling▪ HIV/AIDS▪ Reproductive Health
Human Resource Development	TOPICS
	<ul style="list-style-type: none">▪ Professional Development of Teachers/School Heads for Multiple Learning Delivery Modalities▪ Mental Health▪ Teaching and Non-Teaching Qualifications and Hiring▪ Career Development▪ Employees' Welfare▪ Performance Appraisal System▪ Mentoring Support▪ Values Orientation▪ Research Aptitude▪ Upskilling and Reskilling of Teachers▪ Gender and Development
Governance	TOPICS
	<ul style="list-style-type: none">▪ Managing Schools in the New Normal▪ Data Management▪ Finance▪ Crisis Leadership▪ Internal Systems and Processes▪ Innovative Programs▪ Program Monitoring and Evaluation▪ Alternative Work Arrangement▪ Program Sustainability▪ Transparency and Accountability▪ Evaluation▪ Customers' Satisfaction▪ Waste Management▪ Parental Engagement▪ Safety and Health Management Systems▪ Stakeholders Partnership and Engagement▪ Procurement▪ Impact Assessment▪ Quality Assurance Systems▪ Policy and Legislation Studies▪ Equipment and Infrastructure



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Enclosure No. 1 to Division Memorandum No. _____, s.2020

HARMONIZED REGIONAL BASIC EDUCATION RESEARCH AGENDA

	TOPICS
Teaching and Learning	<ul style="list-style-type: none">▪ Learning Delivery Modalities▪ Relevance of Most Essential Learning Competencies (MELCs)▪ Teaching and Learning Resources▪ Strategies for K to 3▪ Students Achievement/Competencies▪ Teachers' Content Knowledge▪ Students' Attitude towards Assessment▪ Teaching Reading/ Numeracy▪ Values▪ Behaviors▪ Career Paths/ Tracks/ Goals▪ Personality Traits▪ Affective/Psychological Traits▪ Self-Efficacy▪ ICT Applications▪ School-Home Linkage▪ K to 12 Graduates▪ Inclusive Education (IPed, Madrasah, SPED, Special Interest Programs)▪ ALS▪ Contextualizing Learning Strategies and Modalities▪ Culture, Arts and Literature▪ 21st Century Skills▪ MTB-MLE▪ Flexible Learning Options▪ Spiral Progression▪ Assessment▪ Test Construction▪ Environmental Awareness▪ Climate Change Adaptation and Mitigation▪ Student Retention, Transition▪ Gender Sensitivity
	TOPICS
Child Protection	<ul style="list-style-type: none">▪ Mental Health▪ Data Privacy and Protection▪ Prevalence▪ Teenage Pregnancy▪ Bullying▪ Drugs



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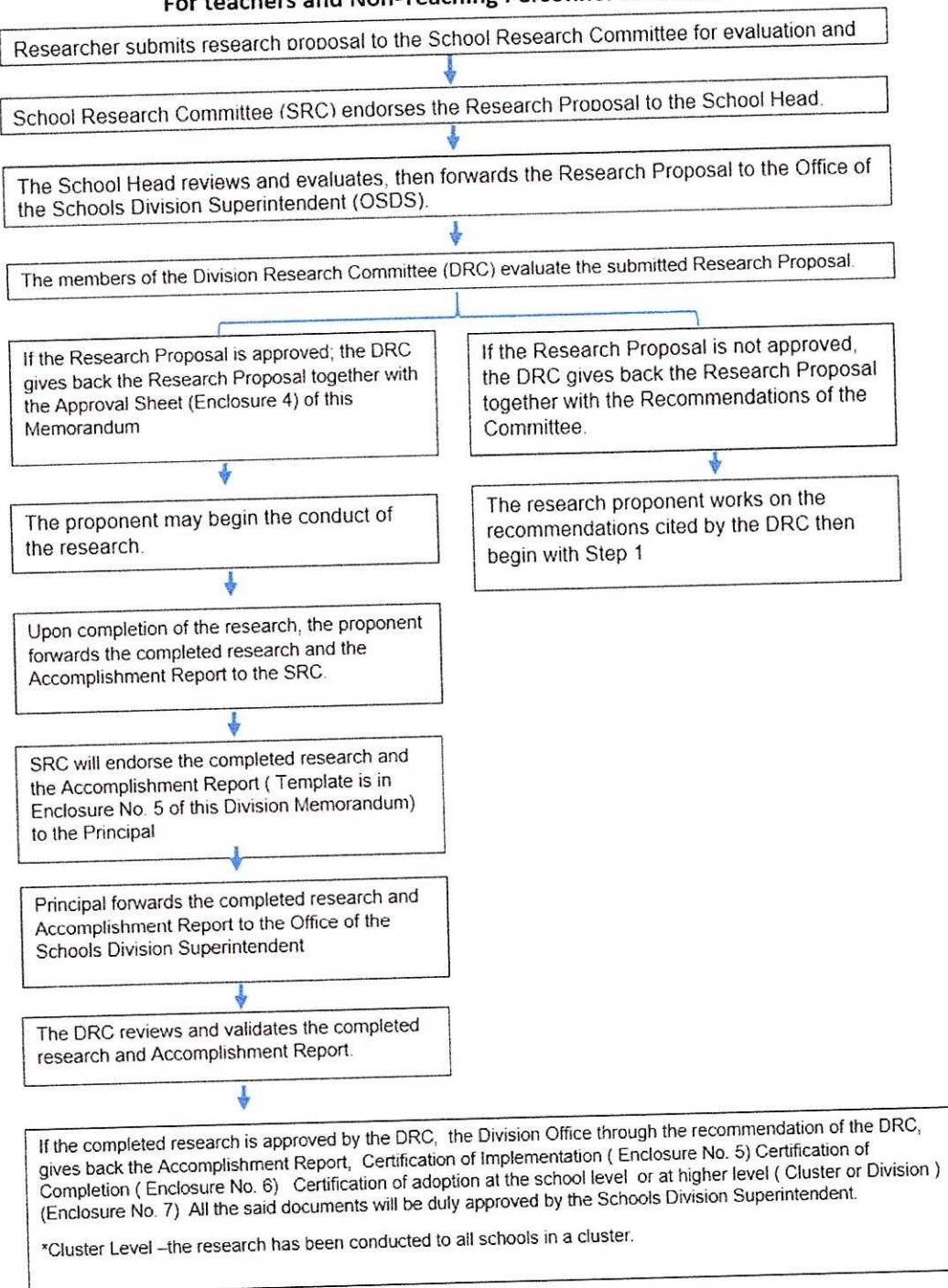




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Enclosure No. 2 to Division Memorandum No. _____, s 2020

**Process Flow in the Conduct and Submission of Research
For teachers and Non-Teaching Personnel in schools**



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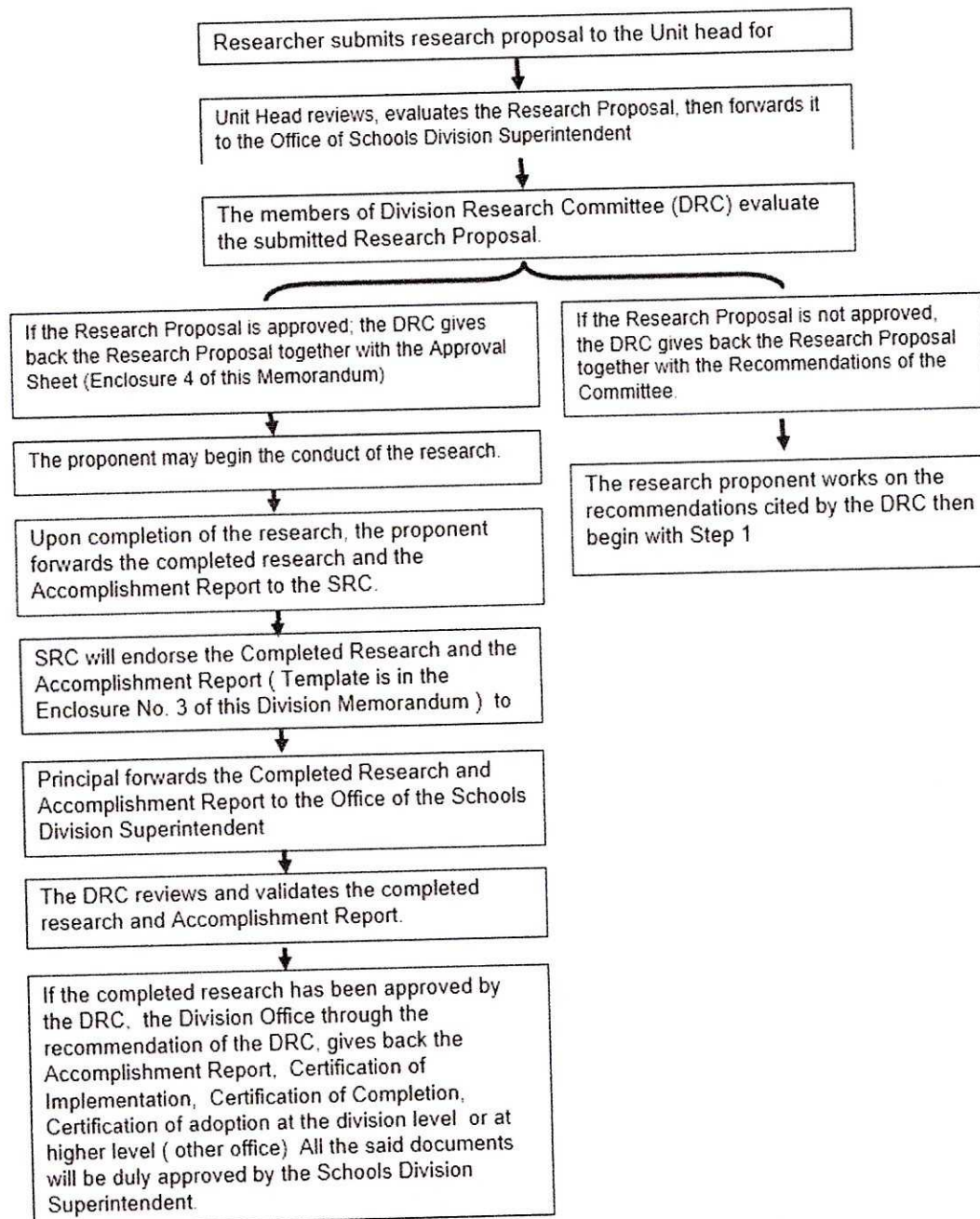




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Enclosure No. 3 to Division Memorandum No. _____, s 2020

**Process Flow in the Conduct and Submission of Research
for Division Personnel**



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	Department of Education Region III DIVISION OF CITY SCHOOLS Angeles City Jesus Street, Pulungbulu, Angeles City		Document Code: SDO-ANG-QF-SGOD-PAR-001 Revision: 02 Effectivity date: 06/17/2019
	APPROVAL SHEET		Name of Office: SGOD-PAR

Enclosure No. 4 to the Division Memorandum No. _____ s. 2020

APPROVAL SHEET

This action/applied research proposal, "_____ (title" prepared and submitted by _____ (proponent) was reviewed, validated and evaluated by the SCHOOLS DIVISION RESEARCH COMMITTEE based on the criteria prescribed in the Research Management Guidelines stipulated in DepEd Order no. 16, s. 2017 and hereby approves for implementation.

 Assistant Schools Division Superintendent
 Chair, DRC

 Chief Education Program Supervisor
 School Governance and Operations Division
 Co-Chair, DRC

 Chief Education Program Supervisor
 Curriculum Implementation Division
 Co-Chair, DRC

Approved:

 Schools Division Superintendent

Date: _____

Control No. _____

"SMILES BRIGHT, SERVES RIGHT"

	Department of Education Region III DIVISION OF CITY SCHOOLS Angeles City Jesus Street, Pulungbulu, Angeles City		Document Code: SDO-ANG-QF-SGOD-PAR-008 Revision: 00 Effectivity date: 06/17/2019
	ACCOMPLISHMENT REPORT TEMPLATE		Name of Office: SGOD-PAR

Enclosure No. 5 to the Division Memorandum No. _____ s. 2020

ACCOMPLISHMENT REPORT
(Template)
(To be submitted by the researcher)

Title: _____

Respondents: _____

Year Conducted: _____

Narrative Report: (Includes the research procedure, results of the study and the dissemination of your results)

Prepared:

(proponent)

(school)



Verified:

(School Research Coordinator)

Noted:

(principal)

"SMILES BRIGHT, SERVES RIGHT"

	Department of Education Region III DIVISION OF CITY SCHOOLS Angeles City Jesus Street, Pulungbulu, Angeles City		Document Code: SDO-ANG-QF-SGOD-PAR-007 Revision: 00 Effectivity date: 06/17/2019
	CERTIFICATE OF IMPLEMENTATION		Name of Office: SGOD-PAR

Enclosure No. 6 to the Division Memorandum No. _____ s. 2020

CERTIFICATE OF IMPLEMENTATION
 (To be issued by the Division Office-DRC)

Title: _____

Proponent: _____

This is to certify that the above Research was implemented on _____ (date)

Certified:

 Office of the Assistant Schools Division Superintendent
 Chair, DRC

Approved:

 Office of the Schools Division Superintendent
 Schools Division Superintendent

Control No. _____

"SMILES BRIGHT, SERVES RIGHT"



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Enclosure No. 7 to Division Memorandum No. _____, s 202



CH: _____

Republic of the Philippines
Department of Education
Schools Division of Angeles City
Jesus Street, Brgy. Pulungbulu, Angeles City

Certificate of Research Completion

is presented to

_____ *for the successful completion of the research titled* _____



Given this _____ day of _____ (month) _____ (year) at
DepEd Division of Angeles City, Jesus Street, Pulungbulu, Angeles City

MA. IRELYN P. TAMAYO PhD, CESE
OIC-Schools Division Superintendent



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	Department of Education Region III DIVISION OF CITY SCHOOLS Angeles City Jesus Street, Pulungbulu, Angeles City		Document Code: SDO-ANG-QF-SGOD-PAR-009 Revision: 00 Effectivity date: 06/17/2019
	CERTIFICATE OF ADOPTION		Name of Office: SGOD-PAR

Enclosure No. 8 to the Division Memorandum No. _____ s. 2020

CERTIFICATE OF ADOPTION

Title: _____

Proponent/s: _____

School/Office: _____

Cluster/District: _____

This is to certify that the above completed action / applied research was adopted by
 _____ (name of the teacher) from _____ (school).

Verified:

 Cluster PSDS In-Charge

Certified:

 Assistant Schools Division Superintendent

Approved:

 Office of the Schools Division Superintendent
 Schools Division Superintendent

Control No. _____

"SMILES BRIGHT, SERVES RIGHT"