



Republic of the Philippines
Department of Education
Region X – Northern Mindanao
DIVISION OF TANGUB CITY
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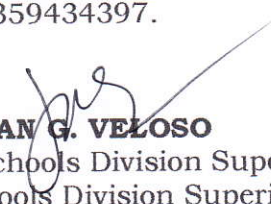
March 9, 2018

DIVISION MEMORANDUM
No. 63, s. 2018

**PRESENTATION OF SCHOOL REPORT CARD(SRC)
THRU A STATE OF THE SCHOOL ADDRESS(SOSA)**

To: Chief, Curriculum Implementation Division
Chief, School Governance and Operations Division
Public Elementary and Secondary School Heads
This Division

1. Pursuant to DepEd Order No. 44, s. 2015 **Guidelines on the Enhanced School Improvement Planning (SIP) Process and School Report Card (SRC)** this Office advises all schools to prepare and present the year-end SRC.
2. The SRC must be in accordance with SIP Guidebook which emphasizes that the information shall include: a) the school profile; b) performance indicators measuring aspects of access, quality, and governance; and status of school projects. Other information may be included depending on what the school thinks is necessary to share to its stakeholders.
3. The SRC shall be presented in a form of a State of the School Address (SOSA) not exceeding forty five (45) minutes and shall be attended by the internal and external stakeholders.
4. The schedule of the SOSA shall be as follows:
March 26, 2018 (8:00 am)- Elementary Schools
March 26, 2018 (1:00 pm)- Secondary Schools
5. A print copy of the SRC shall be submitted to this Office on or before March 21, 2018.
6. School Heads shall present the SOSA in their Barong Tagalog for men and Filipiniana gown for women. No proxy is allowed. Teachers shall wear prescribed school uniform.
7. For more information, please contact Mr. Mario Esteban C. Arsenal, SEPS (M&E) through his contact number 09305176495/09359434397.
8. For guidance and reference.


JEAN G. VELOSO
Assistant Schools Division Superintendent
OIC - Schools Division Superintendent

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

REPORTS SUBMISSION SCHOOLS PERFORMANCE