



Republic of the Philippines
Department of Education
 REGION VIII - EASTERN VISAYAS

1521

March 15, 2022


REGIONAL MEMORANDUM

No. **245**, s. 2022

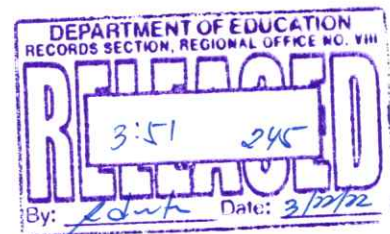
CONVERSION OF MAWACAT ELEMENTARY SCHOOL TO MAWACAT INTEGRATED SCHOOL, BARANGAY MAWACAT, OQUENDO, CALBAYOG CITY, WESTERN SAMAR

To: Schools Division Superintendents
 Regional Office Division Chiefs
 Public Elementary and Secondary School Heads
 All Others Concerned

1. This Department of Education, Regional Office No. VIII announces that the request for **Conversion of Mawacat Elementary School to Mawacat Integrated School**, Barangay Mawacat, Oquendo, Calbayog City, Western Samar, is a newly approved integrated school by this Regional Office on March 15, 2022 through administrative fiat pursuant to its expressed authority under Section 5 (B/13) of Chapter 1 of RA No. 9155 (The Governance of Basic Education Act of 2001), after full satisfactory compliance with the requirements prescribed by existing guidelines and policies of the Department.
2. The **Schools Division Superintendent** of the **Division of Calbayog City** where the school is located is hereby directed to consider this school in budget preparation for its eventual inclusion in the immediately succeeding General Appropriations Act (GAA).
3. Immediate dissemination of and compliance with this Memorandum are desired.


EVELYN R. FETALVERO, CESO IV
 Regional Director

Enclosures: None
 References: DepEd Order No. 40,s. 2014
 DepEd Order No. 71,s. 2003
 DepEd Order No. 91,s. 1999
 DepEd Order No. 05,s. 1989



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

INTEGRATED SCHOOL MANAGEMENT PUBLIC

QAD-RRC





Republic of the Philippines
Department of Education
REGION VIII - EASTERN VISAYAS

FOR : **REGIONAL DIRECTOR**

DATE : **March 15, 2022**

TITLE : **EVALUATION & RECOMMENDATION FOR THE CONVERSION OF MAWACAT ELEMENTARY SCHOOL TO MAWACAT INTEGRATED SCHOOL, BARANGAY MAWACAT, OQUENDO 3 DISTRICT, MUNICIPALITY OF OQUENDO, CALBAYOG CITY, WESTERN SAMAR**

BACKGROUND

Barangay Mawacat is one of the interior barangays in the Municipality of Oquendo, Calbayog City, Western Samar where this can be reached through any type of land transportation. Barangay folks engaged mostly in farming and small-scale business as their source of living. In pursuit to achieve education, parents send their children to the nearest high schools situated 5.88 kilometers away from Oquendo National High School and 3.2 kilometers from Cabatuan National High School. Coming to these schools entail additional expenses for the cost of living and other school needs of the learners therefore, parents get difficulty in supporting them especially to those low-income families. These scenarios impelled parents and other stakeholders to hope for a secondary school to be offered in barangay Mawacat.

The said barangay has an existing complete elementary school named Mawacat Elementary School with a total land area of 10,173 sq.m. The said school is 20 kilometers away from the city proper. Currently, the school has a total enrolment of 188 pupils with 7 teachers and 1 school head. The school's distance to the nearest high schools is quite far that Grade 6 completers get difficulty to continue junior high school education. Furthermore, those high school learners enrolled in the nearest high schools, could hardly sustain coming to school daily resulting to high percentage of students' absenteeism and at risk of dropping out from the school. These are burdens of the parents and the school.



In view thereof, the parents and municipal officials supported by the Local Officials of the Municipality of Oquendo, with the Barangay Officials of Mawacat and its neighboring barangays expressed their full support for the request on the conversion of Mawacat Elementary School to an Integrated School with the hope that financial burden among parents shall be lessen as their children continue secondary education and that high participation rate may be assured. The Grade 6 graduates coming from the nearby elementary schools of the different barangays will also be greatly benefited.

Moreover, the Schools Division Superintendent of Calbayog City Division intensely expressed her full support to the proposed conversion of school initiated by the concerned parents and local officials to ensure that all school-aged children in the community will have access to basic education and possibly lessen the financial burden of parents in sending their children to school. Thus, conversion of Mawacat Elementary School to Mawacat Integrated School in Barangay Mawacat, Municipality of Oquendo, Calbayog City, Western Samar endorsed by the Schools Division Superintendent of Calbayog City to the Regional Office is deemed necessary.

FINDINGS:

1. Mawacat Elementary School has a total land area of 10,173 sq.m. which has enough buildable space for expansion to Junior High School and even for Senior High School. The school site is free from flooding and landslide based on the certification issued by the Mines and GeoSciences Bureau.
2. The LGU, through the Office of the Municipal Mayor of Oquendo, strongly expressed full support to the school and commits to allocate additional budget for the expansion to the secondary level.
3. The officials of barangay Mawacat in the Municipality of Oquendo executed a Resolution expressing their full support for the conversion of Mawacat ES to an integrated school, located in barangay Mawacat, Municipality of Oquendo, Calbayog City, Western Samar.

4. The assigned District Supervisor, the Schools Division Engineer, M & E SEPS, Education Program Supervisor, and SGOD Chief in Calbayog City Division and the different stakeholders present during the virtual and on-site validations on schools' application conducted by the DepEd Regional Inspectorate Team also expressed their willingness and full support for the conversion of the school during the Focused Group Discussion (FGD).

5. Mawacat ES has an existing two (2) vacant classrooms that can accommodate Grades 7 and 8 learners.

6. The school has other facilities such as computer laboratory, 3 hand washing facilities, school stage, covered walk and enough space for playground area.

7. The excess learning materials and school furniture from nearby schools will also be given to the proposed Mawacat Integrated School as per commitment expressed by the assigned District Supervisor.

8. The proposed school will receive support from the Local Government of Oquendo while the inclusion of the school in the GAA of DepEd is on process.

9. Schools Division Office of Calbayog City through its assigned District Supervisor extended support as to the provision of technical assistance for the school management, supervision, and other needs especially to teachers.

RECOMMENDATIONS:

In view of the foregoing evaluation and findings, the evaluators respectfully recommend that:

1. Mawacat Elementary School shall be converted into an integrated school and shall be named **MAWACAT INTEGRATED SCHOOL** and is authorized to operate effective School Year 2022 – 2023.

2. The school shall implement K to 12 Basic Education Curriculum.

3. School operation shall be on a gradual basis. Thus, Curriculum Grades to be offered upon opening of classes for School Year 2022-2023 shall only be Grade 7 which may progress to the next grade levels in the succeeding years.

4. The school head of Mawacat Elementary School with the assistance of the District Supervisor and the Municipal Engineer shall revisit and redesign the school

development plan for use of available buildable spaces at the site in preparation for the construction of buildings for the Junior High School.

5. The LGU, both the Barangay and Municipal levels, and the parents shall provide financial support to the school until such time that operations will be covered by the DepEd Budget.

6. The School Head of Mawacat Elementary School shall manage the integrated school provided that the qualification standards shall be satisfied.

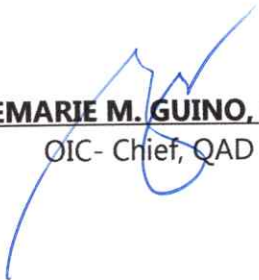
7. The Schools Division Superintendent shall provide teachers trained on the K to 12 Curriculum and consider additional regular teachers to this school to complete the number of teachers required to operate the integrated school.

8. The Schools Division Superintendent likewise shall initiate for the provision of school buildings, chairs, textbooks, and other resources to the school.


RACHEL R. CUEVAS
Education Program Supervisor


JIMMY G. GULA, EdD
Education Program Supervisor

Noted by:


ROSEMARIE M. GUINO, EdD
OIC- Chief, QAD

QAD-RRC



Republic of the Philippines
Department of Education

REGION VIII
SCHOOLS DIVISION OFFICE - CALBAYOG CITY

APPLICATION FOR CONVERSION OF A SCHOOL INTO AN INTEGRATED SCHOOL
(THRU EXPANSION OF AN EXISTING ELEMENTARY OR SECONDARY SCHOOL)

EVALUATION SHEET

Annex D - 4.b.1

CRITERIA	REQUIRED DOCUMENTS	PER EVALUATION	REMARKS (PASSED OR FAILED) <i>(Pc, state, reason, if failed)</i>
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<p>1. The school is listed in the EBELS</p> <p>2. The conversion of a school into an IS must satisfy at least three (3) of the following conditions, whichever are applicable:</p> <ul style="list-style-type: none">a. There are no schools offering complete basic education within the catchment area;b. There are not enough items for teachers and school heads that would justify the establishment of a separate elementary and a secondary school;c. There are inadequate equipment and resources to support the operation of elementary and secondary schools;	<p>DepED School ID</p>	<p>Name of School : MAWACAT ELEMENTARY SCHOOL</p> <p>DepED School ID No. as Presented : 124068</p> <p>DepED School ID No. as verified with Planning Unit : 124068</p>	<p>1) Passed</p>																																																																																																					
		<p>Request signed by : ADORA P. MONTAÑEZ</p> <p>Position/Designation : Head Teacher III</p> <p>Office/School : Mawacat Elementary School</p> <p>Date : April 16, 2021</p>																																																																																																						
		<p>Proponent(s) of the Feasibility Study : ADORA P. MONTAÑEZ</p> <p>Duly Recommended by : THELMA CABADSAN-QUITALIG PH.D. CESO V</p> <p>Position/Designation : Schools Division Superintendent</p> <p>Justification on the Need for Expansion of school : Justification cited in the Objectives</p>																																																																																																						
		<p>c.15 Implementation Plan</p>																																																																																																						
		<p>c.1 No. of Prospective Enrollees:</p> <table border="1"><thead><tr><th rowspan="2">Grade Level</th><th colspan="2">Current (SY 20 to 21)</th><th colspan="5">Projected</th></tr><tr><th>Year 1</th><th>Year 2</th><th>Year 3</th><th>Year 4</th><th>Year 5</th><th>TOTAL</th></tr></thead><tbody><tr><td>K</td><td>32</td><td>25</td><td>23</td><td>26</td><td>25</td><td>27</td></tr><tr><td>1</td><td>25</td><td>32</td><td>25</td><td>23</td><td>26</td><td>25</td></tr><tr><td>2</td><td>34</td><td>25</td><td>32</td><td>25</td><td>23</td><td>26</td></tr><tr><td>3</td><td>27</td><td>34</td><td>25</td><td>32</td><td>25</td><td>23</td></tr><tr><td>4</td><td>18</td><td>27</td><td>34</td><td>25</td><td>32</td><td>25</td></tr><tr><td>5</td><td>27</td><td>18</td><td>27</td><td>34</td><td>25</td><td>32</td></tr><tr><td>6</td><td>22</td><td>27</td><td>18</td><td>27</td><td>34</td><td>25</td></tr><tr><td>7</td><td></td><td>55</td><td>61</td><td>86</td><td>75</td><td>73</td></tr><tr><td>8</td><td></td><td>71</td><td>56</td><td>62</td><td>87</td><td>74</td></tr><tr><td>9</td><td></td><td></td><td>71</td><td>56</td><td>63</td><td>87</td></tr><tr><td>10</td><td></td><td></td><td></td><td>72</td><td>55</td><td>62</td></tr><tr><td>TOTAL</td><td>185</td><td>314</td><td>372</td><td>468</td><td>470</td><td>479</td></tr></tbody></table>			Grade Level	Current (SY 20 to 21)		Projected					Year 1	Year 2	Year 3	Year 4	Year 5	TOTAL	K	32	25	23	26	25	27	1	25	32	25	23	26	25	2	34	25	32	25	23	26	3	27	34	25	32	25	23	4	18	27	34	25	32	25	5	27	18	27	34	25	32	6	22	27	18	27	34	25	7		55	61	86	75	73	8		71	56	62	87	74	9			71	56	63	87	10				72	55	62	TOTAL	185	314	372	468	470	479		
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not endorsed / recommended by SR complied w/10/21/m

Passed

2. Q1. Passed

CRITERIA

REQUIRED DOCUMENTS

PER EVALUATION

REMARKS

d. There is difficulty in acquiring a school site for the secondary school;

2. Proposed budgetary requirements for its Personal Services, MOOE, and Capital Outlay:

Particulars	Year 1	Year 2	Year 3	Year 4	Supported w/ Breakdown?	
					Yes	No
Personal Services	749,818.00	749,818.00	749,818.00	749,818.00		
MOOE	421,036.00	490,551.00	513,614.00	596,191.00		
Capital Outlay						
Total	1,170,854.00	1,240,369.00	1,263,432.00	1,346,009.00		

2-C-2
Passed

e. The number of elementary graduates does not warrant the establishment of a separate secondary school; or

3. Operational Plan re: curriculum and instructional supervision of the proposed integrated School; and

c.3 Operational Plan Prepared By
Position/Designation
Office/School
Date

: ADORA P. MONTANEZ
: Head Teacher III
: Mawacat Elementary School
: April 16, 2021

2-C-3
Passed

f. The Elementary / secondary school has excess classrooms of at least four (4) and seven (7) to accommodate high school/elementary enrollees, respectively.

4. School Site Development Plan (SSDP) to include proposed school building, as needed.

c4. SSDP Prepared by
Position/Designation
Office/School
Date

: ADORA P. MONTANEZ
: Head Teacher III
: Mawacat Elementary School
: September 20, 2017

2-C-4
Passed

d. For item f criterion, a Certification signed by the School head, duly attested by the SDS on the excess classrooms, tables, chairs, and other resources to be used for the expansion of elementary or secondary school.

d. Certification Signed by
Position/Designation
Date
No. of Excess Classrooms

: ADORA P. MONTANEZ
: Head Teacher III
: April 16, 2021
: Not stated in the certification as to the number of excess classroom

2-C-5
Passed

e. Inventory of Learning Resources (LRs) prepared by the School's Property Custodian, as validated by the Schools Division Office.

e. Inventory of LRs prepared by
Position/Designation
Date
Validated by
Position/Designation
Date

: AVELINO F. SAGAVAP
: School Property Custodian
: April 16, 2021
: SEVERINO O. LAURE
: Administrative Officer IV- Division Supply Officer

2-C
Passed

f. Updated PSJPOP of the concerned school.

f. Per PSJPOP for FY 2020
Particulars
School Head Item
No. of Teaching Items
No. of Supporting Staff
Total

Particulars	No. of Positions
School Head Item	1
No. of Teaching Items	8
No. of Supporting Staff	9
Total	9

2-F
Passed

CRITERIA

REQUIRED DOCUMENTS

PER EVALUATION

REMARKS

g. Updated Status Report with regard to the school's existing crucial resources.

g. Updated Status Report Prepared by
Position/Designation
Date

: ADORA P. MONTANEZ
: Head Teacher III
: May 3, 2021

Resources Needed

Particulars	Amount
Personal Services	749,818.00
MOOE	277,000.00
Capital Outlay	6,671,200.00
Total	7,698,018.00

4. The proposed conversion of school into IS must be supported by the LGU

a. Sangguniang Bayan/Panlungsod Resolution supporting the conversion thru expansion of a school into an IS, duly approved by the Municipal/City Mayor, indicating therein the proposed name of the school

Sangguniang Bayan/Panlungsod Resolution No
Approved by
Position/Designation
Proposed Name of School
Resolution stipulates the willingness of the LGU to support the establishment of the School?

: 2021-08-085
: DIEGO P. RIVERA
: City Vice Mayor
: MAWACAT INTEGRATED SCHOOL

Date : March 8, 2021

YES NO

LGU Certification signed by
Position/Designation
Date

: DIEGO P. RIVERA
: City Mayor
: April 16, 2021

LGU Support

- a. Construction of new school building/classrooms
- b. Procurement of educational facilities, furniture, etc.
- c. Operation and maintenance of at least five (5) years until such time when funds for the purpose are incorporated in the budget
- d. Salaries of teaching and non-teaching personnel, preferably at par with national salary rates
- e. Other LGU Support

Particulars	Amount
Php	
TOTAL	

The above items are supported by breakdown?
Availability of Funds Certified by
Position/Designation
Office
Date Approved

YES NO

29. passed

49. passed

46. passed

Passed

CRITERIA	REQUIRED DOCUMENTS	PER EVALUATION	REMARKS
5. The School Head to be designated to the IS must satisfy the DepED-CSC Qualification Standards of a School Head for secondary School.	a. Designation Order for the proposed School Head. b. Transcript of Records, Certificates of Relevant Training, Service Record, and Civil Service eligibility of the school Head, duly certified as true copies by the Schools Division Office's Records Unit.	Designation Order Signed by Position/Designation Date Name of Designated School Head Plantilla Position Title : YES <u> </u> / <u> </u> Educational Preparation Documents Submitted 1. Transcript of Records 2. Certificates of Relevant Training 3. Service Record 4. CS Eligibility NO : Bachelor of Secondary Education (B.S.E)	: THELMA CABADSAN-QUITLIG PhD, CESO V : Schools Division Superintendent : April 16, 2021 : ADORA P. MONTANEZ : Head Teacher III Passed
In cases where the aforementioned criterion is not met, the SDS shall make the necessary justification.		b. Designated School Head has satisfied the DepED CSC Qualification Standards of a School Head for Secondary School? YES <u> </u> / <u> </u> Educational Preparation Documents Submitted 1. Transcript of Records 2. Certificates of Relevant Training 3. Service Record 4. CS Eligibility NO : Bachelor of Secondary Education (B.S.E) Certified by DO Records Unit? YES <u> </u> NO <u> </u> c. Justification, if any, duly signed by Position/Designation Date Reason(s)	Passed Passed

EVALUATED BY DIVISION REVIEW AND EVALUATION COMMITTEE (DREC):

Jordan B. De Vera
JORDAN B. DE VERA
 Engr. III - Education Facilities

Ubaldo D. Dikomangay
UBALDO D. DIKOMANGAY
 Chief ES, SGO
 Member

Ma. Marlie M. Mendoza
MA. MARLIE M. MENDOZA
 Planning Officer III
 Member

Renato B. Dizonmoc EDD, D.M
RENATO B. DIZONMOC EDD, D.M
 Chief ES, CID
 Member

Edita S. Cano
EDITA S. CANO
 Administrative Officer V
 Member

Sherlita A. Palma PhD, CESO VI
SHERLITA A. PALMA PhD, CESO VI
 Asst. Schools Division Superintendent
 Chairman

Marcelino L. Mercader
MARCELINO L. MERCADER
 Division Federation PTA - President

RECOMMENDED BY:
Thelma Cabadsan-Quitlig
THELMA CABADSAN-QUITLIG, PhD, CESO V
 Schools Division Superintendent

CRITERIA	REQUIRED DOCUMENTS	PER EVALUATION	REMARKS (PASSED OR FAILED/ Pls. state reason, if failed)
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VALIDATED BY REGIONAL INSPECTORATE TEAM (RIT):

APPROVED:

Rachel R. Cuevas

RACHEL R. CUEVAS

~~Edgardo A. Program Supervisor~~

Position/Designation

Signature Over Printed Name

Position/Designation

Signature Over Printed Name

Position/Designation

Rosemarie M. Quino Ed I

ROSEMARIE M. QUINO Ed I

OIC - Chief, QAD

Signature Over Printed Name

Position/Designation

Signature Over Printed Name

Position/Designation

Signature Over Printed Name

Position/Designation