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RECORDS SECTION

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Office of the Schools Division
Superintendent

October 9, 2023

Division Memorandum
No. __842__ s. 2023

To: OIC- Assistant Schools Division Superintendent
        CID and SGOD Chiefs
        Public Schools Division Supervisors/ District Coordinating Principals
        Elementary District Nurses
        All others concerned

Subject: **SCHOOL-BASED FEEDING PROGRAM(SBFP) EVALUATION
            FOR S.Y. 2022-2023**

1. Attached is the Numbered Regional Memorandum ESSD-2023-326 dated August 14, 2023 entitled **"2023 REGIONAL SCHOOL-BASED FEEDING PROGRAM (SBFP) AND ITS COMPLEMENTARY PROGRAMS EVALUATION"**.

2. The evaluation aims to comprehensively assess the effectiveness, efficacy, and impact of the initiatives in improving the nutritional health status, health outcomes, and overall well-being of learners.

3. In this regard, this Office through the Health and Nutrition Section announces the conduct of **SCHOOL-BASED FEEDING PROGRAM (SBFP) EVALUATION FOR S.Y. 2022-2023**. All districts are encouraged to participate.

4. Hereunder is the timeline for the evaluation:

Date	Phases
October 9-13, 2023	Submission of entry/District Portfolio
October 16-18, 2023	Validation of entry thru portfolio
October 23-24, 2023	On-site validation of Top 3

5. The top one will be selected to participate in the Regional School-Based Feeding Program (SBFP) for S.Y. 2022-2023 implementation. The decision of the Division evaluation team is final and irrevocable.

Address: Capitol Complex, Brgy. Cabidianan, Nabunturan, Davao de Oro
Contact No.0951-387-1728 (TNT); 0915-399-7779 (Globe)
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Website: www.depeddavaodeoro.ph

Doc. Ref. Code	PAWIM-F-019	Rev	00
Effectivity	09.12.22	Page	1 of 2

Office of the Schools Division Superintendent

6. The following are the members of the Division evaluation team:

Name	Office	Position
Wilfredo P. Takasan	SGOD	Education Program Supervisor
Rosalie G. Maghinay	SGOD	SocMob SEPS
Gerrypher M. Viernes	Health and Nutrition	Nurse II/ Alternate SBFP Focal

7. Other details are contained in the enclosures.

8. Immediate and wide dissemination of the memorandum is desired.

CRISTY C. EPE
Schools Division Superintendent

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Republic of the Philippines

Department of Education
DAVAO REGION

Office of the Regional Director

REGIONAL MEMORANDUM
ESSD-2023-326

To   :   Schools Division Superintendents

Subject: 2023 REGIONAL SCHOOL-BASED FEEDING PROGRAM (SBFP)
             AND ITS COMPLEMENTARY PROGRAMS EVALUATION

Date   :   August 14, 2023

The School-Based Feeding Program (SBFP) and its Complementary Programs are government initiatives aimed at addressing the issue of malnutrition and improving the overall health and well-being of schoolchildren. These programs involve providing nutritious meals to learners in schools, particularly in schools with high rate of undernutrition. They are regarded as excellent investments in education and their implementation demonstrates not only the improvement in nutritional status of undernourished learners, but also best practices and innovations in various schools and divisions, including collaboration and close coordination with stakeholders.

In this regard, this Office, through the Education Support Services Division, announces the conduct of **2023 Regional School-Based Feeding Program (SBFP) and its Complementary Programs Evaluation for S.Y. 2022-2023 on November 13-29, 2023.**

The evaluation aims to comprehensively assess the effectiveness, efficiency, and impact of the initiatives in improving the nutritional health status, health outcomes, and overall well-being of learners, while identifying best practices and areas for refinement to inform evidence-based program development and replication. Specifically, it aims to:

1. identify Model School Implementers of SBFP and its Complementary Programs through screening, evaluating and validating the accomplishments of nominated schools from the different Schools Division Offices (SDOs);
2. motivate school heads to perform well and generate enthusiasm and interest of program implementers and stakeholders; and
3. provide actionable insights that can guide policy decisions, resource allocation, and program improvements to ensure the sustained success of the programs.

The Regional Evaluation Committee is composed of the following:

ROLE	NAME	OFFICE	POSITION
Chairman	Dr. Warlito E. Hua	ESSD	Chief Education Supervisor
Members	Dr. Marra B. Medrano	ESSD	Dentist III
	Reissa T. Silda	ESSD	ND II
	Stephen Mark T. Castres	ESSD	Detailed Nurse II
	To be identified	FD	Accountant
	Maureen Ava B. Acuña	HRDD	EPS II
External Evaluators		National Nutrition Council RO XI	
		Department of Health RO XI	
		Department of Agriculture RO XI	
		Department of Science and Technology	

Annex A provides details on the guidelines of evaluation and Annex B for evaluation criteria for each program.

Hence, **this Office enjoins SDOs to extend full support and schools to participate.** Your involvement is crucial in ensuring the continued success of our programs and strengthening the sense of community engagement and support for education initiatives.

For further details, Reissa T. Silda, Regional Focal Person, may be contacted at (082) 224-0748.

Immediate and wide dissemination of this memorandum is desired.

DEPARTMENT OF EDUCATION RU
RECORDS SECTION
RELEASED
BY:
Date: Aug. 15, 2023
22695

ALLAN G. FARNAZO
Director IV

Enclosed: As stated.

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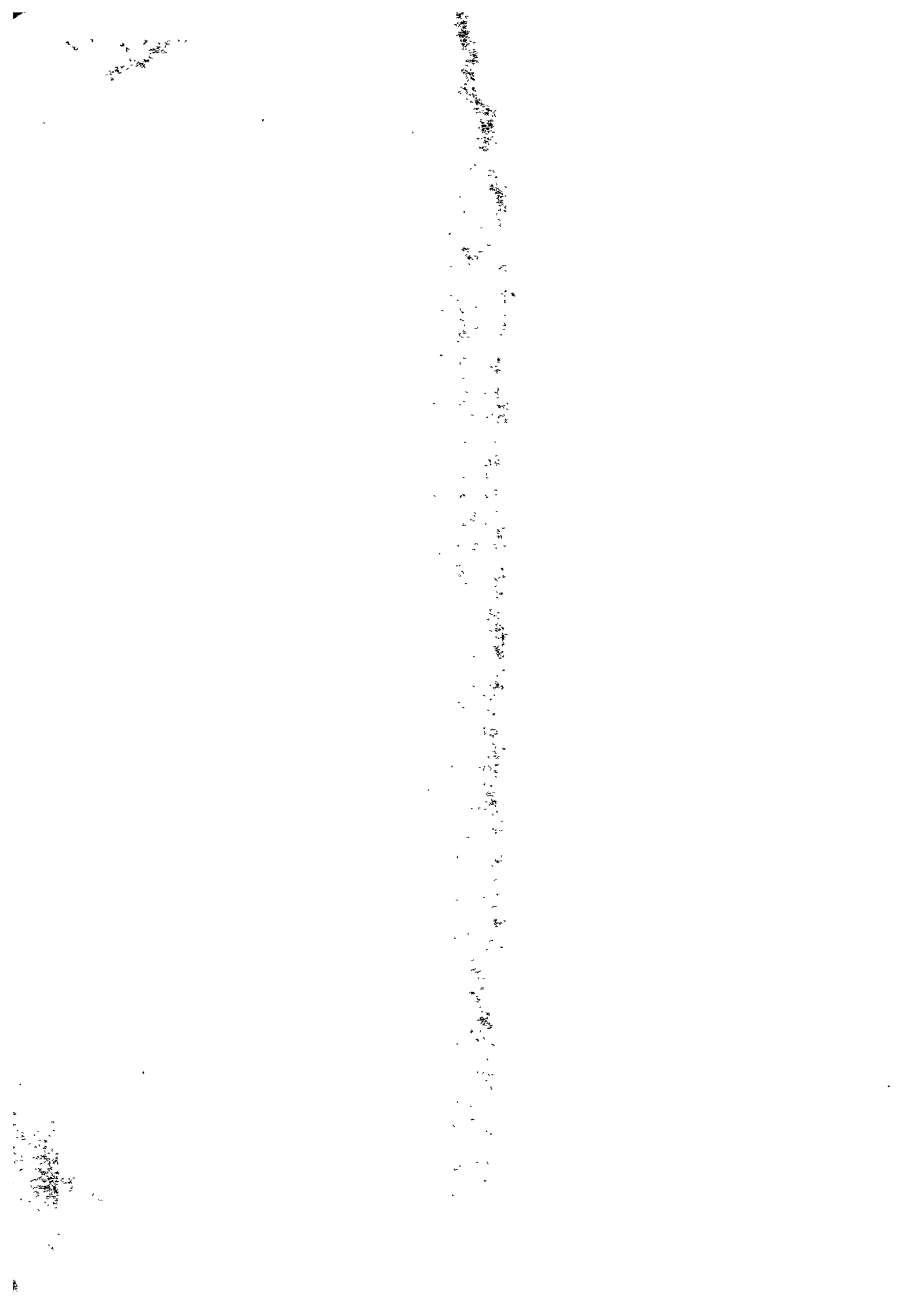
Republic of the Philippines

Department of Education
DAVAO REGION

GUIDELINES ON THE CONDUCT OF THE 2023 REGIONAL SCHOOL-BASED FEEDING PROGRAM (SBFP) AND ITS COMPLEMENTARY PROGRAMS EVALUATION FOR S.Y. 2022-2023

I. EVALUATION PROCESS

A. District Level

1. The Public Schools District Supervisor (PSDS) shall form a District Evaluation Committee (DEC) who shall evaluate SBFP and its Complementary Programs (Gulayan sa Paaralan, School Canteen, Integrated School Nutrition Model, Wash in Schools, and Adolescent Friendly Health Facility) of all the schools under its district (if applicable).

2. The DEC shall compose of the following:
   a. PSDS as the Chairperson
   b. 2 members of the District SBFP Technical Working Group (TWG)
   c. 1-2 representative/s from partner agencies or NGOs

3. The DEC shall evaluate the schools and choose one per program (except ISNM) to represent the division.

4. The PSDS shall nominate the entry schools to the Schools Division Superintendent together with the Signed District Level Evaluation Sheet and Printed or Digital Portfolio of each school for division level screening.

B. Division Level

1. The Schools Division Superintendent (SDS) shall form a Schools Division Evaluation Committee (SDEC) who shall evaluate SBFP and its Complementary Programs.

2. The SDEC shall compose of the following:
   a. SGOD Chief as the Chairperson
   b. 2 members of the SBFP Technical Working Group (TWG)
   c. 1 Medical Officer
   d. 1-2 representative/s from partner agencies or NGOs

3. The SDEC shall evaluate and validate the school entries/nominees of their districts and choose one per program (except ISNM) to represent the division.

4. The SDS shall nominate the entry schools to the Regional Director together with the Signed Division Level Evaluation Sheet and Digital Portfolio of each school for regional level screening.

C. Regional Level

1. The Regional Director shall form a Regional Evaluation Team who shall evaluate and screen the school entries.

2. The REC shall evaluate and screen the school entries and choose the top two to three schools for each program for validation process.

3. The REC will conduct unannounced onsite validation of the top two to three schools to verify their submitted digital portfolios through cross-referencing observations, interviews, and documents to ensure accuracy and consistency.
4. The school with the highest score per program during the onsite validation shall be recognized as Model School implementer.
5. The REC will also identify schools and/or divisions for special awards and recognition such as but not limited to: Best Innovation, Most Innovative Focal Person, Sustainability Champion Award, Service Award, Excellent Partnership Award, etc.
6. The result will be announced through a Regional Memorandum.
7. The decision of the REC shall be final and unappealable.

II. TIME FRAME

Phases	Persons Responsible	Date
▪ School Preparation	School Head, School Focal Persons & Core Group/TWG of each program	▪ July 24 to September 8, 2022
▪ District Level Evaluation ▪ Submission of District Level Nominees	District Evaluation Committee	▪ September 11 to 22, 2023 ▪ September 27, 2023
▪ Division Level Screening ▪ Division Level Onsite Validation ▪ Submission of Division Level Nominees to RO	Division Evaluation Committee	▪ September 28 to October 6, 2023 ▪ October 9 to 19, 2023 ▪ October 20, 2023
▪ Digital Portfolio Preparation of Nominated Schools ▪ **Submission of Digital Portfolio to RO**	School Program Committee & Division Evaluation Committee	▪ October 23 to November 10, 2023 ▪ **November 13, 2023**
▪ Regional Desk Evaluation & Screening of SDO Nominees ▪ Unannounced Regional Level Onsite Validation	Regional Evaluation Committee	▪ November 14 to 17, 2023 ▪ November 20 to 29, 2023

CRITERIA FOR MODEL SCHOOL IMPLEMENTER FOR SBFP

CRITERIA			Sub-points	Points	Total
I	PROGRAM MANAGEMENT				
	A	Percentage of beneficiaries served			35
		100% of the total number of beneficiaries were served		5	
		90-99% of the total number of beneficiaries were served	5		
		80-89% of the total number of beneficiaries were served	4		
		70-79% of the total number of beneficiaries were served	3		
		69% and below of the total number of beneficiaries were served	2		
	B	Percentage of rehabilitated beneficiaries	1		
		100% rehabilitation		10	
		95-99% rehabilitation	10		
		90-94% rehabilitation	8		
		85-89% rehabilitation	6		
		84% and below rehabilitation	4		
	C	Prompt implementation of the program	2		
		Implemented on time		5	
		Implemented 1 day after the scheduled date	5		
		Implemented 2 days after the scheduled date	4		
		Implemented 3-5 days after the scheduled date	3		
		Implemented more than 5 days after the scheduled date	2		
	D	SBFP Core Group	1		
		All SBFP Core Group Members has signed designation given before the start of implementation.		5	
		All SBFP Core Group Members have performed their assigned task/s.	1		
		All SBFP Core Group Members worked collaboratively before, during and after the implementation.	2		
	E	Orientation for implementers, parents/guardians of beneficiaries and other stakeholders	2		
		100% attendance		2	
		99% and below attendance	2		
	F	Advocacy activities	1		
		More than 5 advocacy activities conducted		4	
		5 advocacy activities conducted	4		
		4 advocacy activities conducted	3		
		3 advocacy activities conducted	2		
		2 and below advocacy activities conducted	1		
	G	Resource mobilization activities	0		
		More than 5 resource mobilization activities conducted		4	
		5 resource mobilization activities conducted	4		
		4 resource mobilization activities conducted	3		
		3 resource mobilization activities conducted	2		
		2 and below resource mobilization activities conducted	1		
			0		
II	COMMUNITY ENGAGEMENT AND COLLABORATION				
	A	Collaborative Partnerships			15
		More than 4 Quality Collaborative Partnerships		3	
		4 Quality Collaborative Partnerships	3		
		3 Quality Collaborative Partnerships	2		
		2 and below Quality Collaborative Partnerships	1		
	B	Parent and Guardian Involvement	0		
		100% of parent/guardian-beneficiaries are involved		3	
		95-99% of parent/guardian-beneficiaries are involved	3		
		90-94% of parent/guardian-beneficiaries are involved	2		
		below 90% of parent/guardian-beneficiaries are involved	1		
			0		

C	**Volunteer Engagement**				3
	10% or more of the total number of parent-beneficiaries			3	
	8-9% of the total number of parent-beneficiaries			2	
	6-7% of the total number of parent-beneficiaries			1	
	5% and below of the total number of parent-beneficiaries			0	
D	**Coordination with the barangay**				3
	More than 4 coordination activities conducted			3	
	4 coordination activities conducted			2	
	3 coordination activities conducted			1	
	2 and below coordination activities conducted			0	
E	**Recognition and Celebrations**				3
	Conducted recognition of stakeholders, partners and implementers.			1	
	100% of stakeholders, partners and implementers were recognized			2	

III REPORTS OR DOCUMENTS (SBFP Forms 1-8)

					30
A	Completeness (1 pt per form/report)			8	
B	Accuracy (1 pt per form/report)			8	
C	Promptness (1 pt per form/report if submitted on time)			8	
D	Program Monitoring Tool			6	
	100% score			6	
	98-99% score		6		
	96-97% score		5		
	94-95% score		4		
	92-93% score		3		
	90-91%		2		
	Below 90% score		1		
			0		

IV INNOVATIONS

					20
A	Impact			3	
	The innovation should have a significant positive impact on the SBFP. It should address key challenges or opportunities and demonstrate the potential to improve the effectiveness, efficiency, or outcomes of the initiative. The impact can be measured in terms of student engagement, learning outcomes, environmental sustainability, community involvement, or other relevant indicators.				
B	Creativity and Novelty			3	
	The best innovation should exhibit creativity and novelty in its approach. It should introduce new ideas, methods, or technologies that go beyond traditional practices and bring fresh perspectives to the SBFP. The innovation should demonstrate originality and uniqueness in its application to the context of SBFP.				
C	Scalability and Replicability			2	
	The best innovation should have the potential to be implemented in various schools or educational settings, considering different resources, capacities, and constraints. It should be adaptable and transferable to ensure widespread adoption and impact.				
D	Sustainability			3	
	The innovation should contribute to the long-term sustainability of the SBFP. It should address the program's environmental, social, and economic dimensions and promote practices that are ecologically responsible, socially equitable, and economically viable. The innovation should support the program's continuity and resilience.				
E	Collaboration and Partnership			2	
	The best innovation should foster collaboration and partnership among various stakeholders. It should encourage engagement and involvement of students, teachers, parents, local communities, experts, or organizations. The innovation should promote collective action, shared responsibility, and cooperative efforts to achieve its goals.				
F	Practicality and Feasibility			3	
	The innovation should be practical and feasible for implementation within the context of SBFP. It should take into account available resources, infrastructure, and capacities. The innovation should be achievable, considering the skills, knowledge, and expertise of those involved in the program.				
G	Evaluation and Evidence			1	
	The best innovation should provide a clear framework for evaluation and evidence-based assessment. It should incorporate mechanisms for monitoring, measuring, and documenting its impact on the SBFP. The innovation should demonstrate a commitment to ongoing learning and improvement through data-driven decision-making.				
H	Empowerment and Participation			2	
	The innovation should empower and actively involve students, teachers, and communities in the implementation of SBFP. It should promote ownership, agency, and active participation, enabling individuals to take on leadership roles, contribute their ideas, and make informed decisions related to the program.				
I	Alignment with Program Objectives			1	
	The best innovation should align with the objectives and principles of SBFP. It should support the program's goals of promoting sustainable agriculture, improving nutrition, fostering environmental awareness, and enhancing students' learning experiences. The innovation should align with the core values and vision of the program.				
				100	100