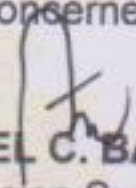


**MEMORANDUM**

**TO :** OIC-Asst. Schools Division Superintendent  
OIC-Curriculum Implementation Division  
OIC Chief-School Governance and Operations Division  
Education Program Supervisor-SGOD  
Public Schools District Supervisors  
Senior Education Program Specialist - M & E  
Selected Elementary and Secondary School Heads  
All Others Concerned

**FROM :**  **DR. ROMMEL C. BAUTISTA, CESO V**  
Schools Division Superintendent

**SUBJECT :** **GUIDELINES ON THE SELECTION FOR THE 2017 SEARCH FOR BEST SCHOOLS CLIQUE (SSPP) IMPLEMENTER**

**DATE :** March 8, 2018

The Department of Education strongly believes that that high performing schools can be an instrument for reform to improve their school performance. The Schools Clique (SSP) Program aims to generate short-term positive outcomes among schools involved in partnerships which are enabling mechanism of effective schools.

Thus, this Office through the Schools Governance and Operations Division (SGOD) will recognize the schools that have been successfully implemented and supported the Schools Clique (SSPP).

Each school is requested to submit a 6 minute audio-video presentation (in CD) and Accomplishment Report which includes narratives and pictures of the activities held during the conduct of the program following the criteria attached herewith on or before **March 28, 2018**.

Immediate dissemination of this Memorandum is desired.

### CRITERIA FOR THE BEST SCHOOLS CLIQUE (SSPP) IMPLEMENTER

Criteria	Performance Standards	Activities
<p style="text-align: center;"><b>Efficiency in Schools Clique Program Implementation (40%)</b></p>	<p style="text-align: center;">Leader and Partner School are engaged in collaborative professional development activities and jointly undertook planning, problem solving, and resource mobilization activities to address the community-wide educational problems.</p>	<ul style="list-style-type: none"> <li>• Has organized teams from its roster who provided the TA and support needed by the partner school and appointed a focal person who will liaise with the partner school.</li> <li>• Oriented its teaching and non-teaching personnel about Schools Clique</li> <li>• Assessed the needs of the partner school based on their SIP</li> <li>• Identified its organization strengths and capacitated to support its partner school</li> <li>• Has prepared a WFP and Action Plan based on the needs of the Partner School and the scope of support that will be provided</li> <li>• Monitored the outcomes of the activities and processing the insights and learnings gained by its team involved in the partnership</li> <li>• Engaged in collaborative professional development activities such as CI, LAC and action research.</li> <li>• Jointly undertook planning, problem solving and resource mobilization activities to address community wide educational problems.</li> <li>• Encouraged stakeholders support in the program.</li> </ul>
<p style="text-align: center;"><b>Quality of School Partnerships (40%)</b></p>	<p style="text-align: center;">Attained short term outcomes at the end of the school year based on the WFP &amp; Action Plan.</p>	<ul style="list-style-type: none"> <li>• Has submitted the WFP and Action Plan.</li> <li>• Has submitted reportorial requirements (Monthly Accomplishment Report) on time.</li> <li>• Developed best practices</li> <li>• Improved Partner School performance in terms of Curriculum, Instruction and Assessment, Leadership and Governance, Disaster Risk Reduction, Health &amp; Nutrition.</li> <li>• Received positive feedback from stakeholders.</li> </ul>
<p style="text-align: center;"><b>Efficiency of Liquidation (20%)</b></p>	<p style="text-align: center;">100% of funds allotted for the identified activities were fully liquidated.</p>	<ul style="list-style-type: none"> <li>• Submitted liquidation reports on MOOE at the Division Office.</li> <li>• Posted liquidation reports in the Transparency Board.</li> </ul>