



Republic of the Philippines
Department of Education
National Capital Region
SCHOOLS DIVISION OFFICE
City of Mandaluyong

Tel. no. (63) 533-60-85, 531-7144
E-Mail Address: depedmandaluyong@gmail.com
Official Website: depedmandaluyong.wordpress.com

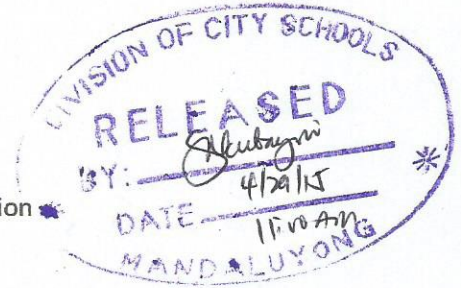


28 April 2015

MEMORANDUM

To : Education Program Supervisors
Public School District Supervisor
Elementary and Secondary School Principals
Mandaluyong Federation of Public School Teachers Association *

Subject: **Conduct of School Climate Survey**



1. School performance is attributed to two factors – school climate and principal's competence and research has established the relationship between these factors and how they directly affect each other. The Schools Division Office of Mandaluyong City will conduct a 360-degree feedback on the school climate and principal's competence survey in the 22 public elementary and secondary schools. The survey will be on 18-22 May 2016 (see attached specific schedules in schools).

2. A survey tool will be administered by the assigned Education Program Supervisor during the schedule. School principals will convene on the date, 50 students (upper secondary and grade 6 students or combination for Integrated Schools), 30 parents (coming from GPTA/Homeroom PTA and regular), 15-20 community members (including Barangay Chairman and counselor in charge of education and neighbors) and 50 teachers. Teacher-respondents must come from all grade levels and for schools with lower than fifty teacher/student population, all teachers/students are expected to be respondents. Teacher respondents will be randomly selected by the Division Office based on Plantilla, list to be forwarded to schools prior to the schedule.


The accomplishment of survey entails only maximum of 20 minutes. EPS are expected to provide input/explanation to students, parents and the community as needed, especially in facilitating understanding of the 'dimensions and indicators'.

The PSDS is expected to randomly monitor the administration. Assistants to the Principal will serve as facilitators during the administration. All survey questionnaires are to be collected by the EPS right after the schedule.

3. Consolidation of results will be done by SDO-Mandaluyong by assigned non-teaching personnel. The survey results will be used in improving school leadership and management of operations. It is expected that all concerned will participate in the survey.

4. All expenses entailed including printing and consolidation costs will be shouldered by the Division Office, subject to the usual accounting and auditing rules and regulations.

5. For immediate dissemination


NERISSA L. LOSARIA
OIC-Schools Division Superintendent



SCHEDULES OF SCHOOL CLIMATE SURVEY

Date	School	Time	EPS In-charge
May 18, 2015	BNHS	AM	<i>Dr. Alyn G. Mendoza</i>
May 19, 2015	HHIS	PM	
May 18, 2015	ILIS	AM	<i>Mr. Eden L. Paras</i>
	HES	PM	
May 18, 2015	DBYES	PM	<i>Ms. Jovy D. Balbuena</i>
May 19, 2015	PES	PM	
May 18, 2015	CMSHS	AM	<i>Dr. Rosa G. Alvarez</i>
May 19, 2015	DPCGES	PM	
May 19, 2015	MPNAG	AM	
May 18, 2015	RLES	AM	<i>Mrs. Fe V. Arias</i>
May 19, 2015	AHIS	AM	
May 20, 2015	FPJES	AM	
May 19, 2015	PPCES	AM	<i>Mr. Ceasar A. Nachor</i>
	ERIS	PM	
May 18, 2015	NDFES	AM	<i>Ms. Jovy D. Balbuena</i>
May 19, 2015	JFMS	PM	
May 19, 2015	PHES	PM	<i>Dr. Victor M. Javeña</i>
	ATRES	AM	
May 20, 2015	MES	PM	
	IBIS	AM	
May 19, 2015	MHS	PM	<i>Mr. Rex A. Ado</i>
May 20, 2015	ABIS	PM	