



Republic of the Philippines  
Department of Education  
Region X  
**DIVISION OF EL SALVADOR CITY**



Zone 3, Poblacion, El Salvador City  
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DIVISION MEMORANDUM

No. 158, s. 2019

To: Asst. Schools Division Superintendent  
Chief, Schools Governance Operations Division  
Education Program Supervisors  
All Public Elementary School Heads  
All Public Secondary School Heads  
All School Research Coordinators  
All Others Concerned

From: **JESNAR DEMS S. TORRES, Ph.D., CESE**  
Asst. Schools Division Superintendent  
Office of the Schools Division Superintendent

Subject: Timeline and Guidelines of Division Research Agenda

Date: July 18, 2019

1. Aligned with the Capacity Building on Action Research conducted last July 15-16, 2019 at Apple Tree Resort and Hotel, the Office enforces the schools to be guided on the Division Research Agenda and its submission dates for a systematic flow of advising and mentoring from our internal and external resource persons.
2. Please see Enclosure I: *Division Research Agenda and Submission Dates* for your reference and guidance.
3. For dissemination and strict compliance.



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## Enclosure 1

### Division Research Agenda

#### I. Rationale:

DepEd Order 39, s. 2016 (*Adoption of the Basic Education Research Agenda*) highlights the significant contribution of research to fully establish policies and implement goals directed towards the learners; thus, effectively instigating the Department of Education's mandate consistent with its vision. Accordingly, priority themes surfaced as research areas that are most necessary and practical in light of the Department's objectives. Major reforms and implementations in the educational setting are anchored on reliable researches and validated data.

The Division of El Salvador City acknowledges the vital role of research to ascertain and sustain breakthroughs in the educational setting. Several initiatives have been extended to the field in line with such facet, but the spontaneity in crafting school-based researches is a major challenge. With this, the Office looks into the deeper perspective of research to fully address problems in school; connoting positive impact of this paradigm among the teachers and personnel. Lingard & Gale (2010) opined that "Educational research can be defined as a 'purposeful and systematic' enquiry 'to solve a problem, illuminate a situation or add to our in relation to the improvement of education policy and practices'".

#### II. Objectives:

DepEd El Salvador City aims to provide platform for school-based researches to yield significant findings that can improve the quality and delivery of basic education in its community. Furthermore, it intends to:

- a. capacitate teachers and school personnel with basic and action research skills;
- b. promote research as a tool to improve Key Performance Indicators;
- c. address systematically issues and concerns of the learners and the school;
- d. sustain teachers and personnel's positive perception towards research;
- e. foster partnership with other institutions essential to Division Research Agenda;
- f. strengthen the research culture of schools and Division Offices.



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### III. Research Phases:

1. The Problem and its scope (Rationale, Research Questions, Conceptual Framework, Significance, Scope and Delimitation)
2. Literature Review
3. Intervention/Action Plan
4. Methodology (Research Design, Instrument, Data Gathering Procedures & Treatment)
5. Results and Analysis
6. Recommendations and Implications
7. References (APA Format) and MOVs

### IV. Timeline of Division Research Agenda for SY 2019-2020

Date	Activity	Remarks
June 18-21	Linkages and Networks to State Universities & Other Possible Partners	Done
June 24	Coordination Meeting with School Heads and research coordinators	Done
June 25	Meeting with USTP-Extension Office for Partnership	Done
July 15-16	Capacity Building on Action Research & MOA signing with USTP	Done
July 22	Coordination Meeting with EPS and other internal advisers	
July 24	Submission of initial outputs from the workshop at Apple Tree Hotel	
August 9	Submission of Research Proposal (Phases 1-4)	
August 12-30	Advising, Critiquing & Evaluation	
September 6	Submission of Full Paper with references and MOVs	
September 9-13	Selection of Researches per category	
September 19-20	Division Research Congress (Tentative Date/s)	



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Date	Activity	Remarks
September 23-26	Revision of Researches (Qualifiers for Regional Conference)	
September 25	Submission of Abstract (Regional Office)	
October 1-24	Preparation for Regional Conference-Validation of School Interventions and Innovations with Technical Assistance	
October 25	Submission of Revised Output-Full Paper (Qualifier for Regional Conference)	
November 7-8	Regional Research Conference (Indicative Dates)	
November 11-29	Revision of Researches	
December	Presentation of Researches at USTP	
December to January 2020	Journal Completion	
February 2020	Launching of Division Research Journal and Publication of Researches	
March	Post Conference	

## V. Themes and Categories

Theme I: Teaching and Learning:

- A. Mathematics
- B. English
- C. Science
- D. Filipino
- E. Araling Panlipunan
- F. T.L.E
- G. MAPEH
- H. ESP
- I. Senior High School Researches (Academics & TVL)
- J. Inclusive Education (ALS, SPED, IPED, etc)

Theme II: Child Protection

Theme III: Human Resource Development

Theme IV: a. Governance (Non-C.I)

b. Governance (C-I Based Researches)