Republic of the Philippines
Department of Education
Region XII
CITY SCHOOLS DIVISION OF TACURONG
City of Tacurong

Tayo PARA SA EDUKASYON

DIVISION MEMORANDUM
No. 61, s. 2018

TO: ***OIC – Asst. Schools Division Superintendent***
Chiefs, Curriculum Implementation and
School Governance and Operations Divisions
Education Program Supervisors
Cluster Heads
Secondary School Heads
This Division

FROM: **LEONARDO M. BALALA, CESE**
Schools Division Superintendent

SUBJECT: **2nd QUARTER DIVISION MONITORING, EVALUATION AND PLAN ADJUSTMENT (DMEPA)**

DATE: July 2, 2018

1. Please be informed that the 2nd Quarter Division Monitoring, Evaluation and Plan Adjustment (DMEPA) will be conducted on **July 9, 2018** at the Anak Mindanao Building, TPES Compound, City of Tacurong. It will start at 8:00 o'lok in the morning.

2. The presenters shall be the Cluster Heads for the elementary and all Secondary School Heads, including the Chiefs/Heads of the Division Functional Divisions for the different special programs such as ALS, ALIVE, SPED, STEP, Reading, Gulayan sa Paaralan, Learning Resources, IPEd, SBFP, Adopt – a – School/Brigada Eskwela and others.

3. The theme of the 2nd Quarter DMEPA will focus ***on Access for the School Cluster/School Presenters and Quality and Relevance for the Chiefs/Heads of Functional Divisions.*** The Toolkit to be used as reference/guide is attached.

4. The Lead Discussants during the DMEPA shall be the SGOD and CID Chiefs while all Division Education Program Supervisors shall be the Interpellators (Panelists). The undersigned and the OIC – Assistant Schools Division Superintendent shall also form part of the panel.

5. Expenses to be incurred relative to this activity shall be chargeable against the Division MOOE subject to the usual accounting and auditing rules and regulations

6. Each Presenter shall be given 15 minutes to present while the interpellators shall have ten (10) minutes to clarify issues/concerns/questions related to the theme.

7. All concerned are enjoined to give preferential attention to this activity. Hence, attendance is a must.

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TOOLKIT FOR 2ND QUARTER DMEPA 2018

Theme: ACCESS

I. Program Implementation Progress

1. Present the overall accomplishment and utilization of the following programs (based on WFP) to be reported by the Functional Chiefs and OSDS Section Heads. Each reporter/presenter to include policy recommendation/direction.

CID

a. SPED Program – EPS Joseph R. Pilotos/ Tacurong Pilot ES
b. STE Program – EPS Randy E. Porras/ Tacurong NHS
c. ALIVE Program - SEPS Mohani Paguital
d. ALS – EPS Jesus V. De Gracia, Jr.
e. Reading Program –EPS Arlac G. Billano/ EPS Mary Ann Umadhay
f. Gulayan sa Paaralan – EPS Virgie Metal
g. LR Updates
h. School Sports

SGOD

a. Adopt-A-School Program – EPS-II Junaflor Sucaldito
b. Brigada Eskwela – PDO Dianne Dela Fuente
c. School Based Feeding Program/ Deworming/ Immunization/ Medical and Dental Check-up / BMI- Health and Nutrition Section
d. DRRM- Jonald Cadiao
e. Physical Facilities- Ernie Pama
f. HRD Updates- Ernie Pama/ Janice Suboc
g. SEF Utilization Report

OSDS

a. MOOE Downloading/Utilization (Division and School)- Budget and Finance
b. Updated on Recruitment, Promotion, Reclassification, and other Administrative Action- HRM Office and Administrative Office.
c. Others

2. Highlight programs or outputs that were delayed and explain causes of delays (no. 1 and 2 if applicable). Suggest adjustments based on data presented. (Quantitative and Qualitative)

3. Explain causes of poor utilization of resources and suggest how these can be mitigated (Item. No 1)

4. Highlight **MOST SIGNIFICANT STORIES** regarding the contribution of programs and projects to the lives of learners, teachers, school and education stakeholders.

5. If needing assistance to facilitate program implementation, ask assistance from SDO. **Be specific in the assistance or actions needed from SDO/RO**

II. Overall School Performance (To be reported by the Cluster Heads)

1. Focus on the overall school performance on enrolment

2. Analyze, present 3 SYs (SY 2016-2017 to SY 2018-2019) Enrolment
   a. Kindergarten
   b. Elementary
   b. Junior High School
   d. Senior High School

3. Provide comparative analysis of enrolment for SYs. **Explain the increase and decrease trend.** Pinpoint the segment/s needing focus by:

   a. Grade level
   b. Gender and age
   c. Type of school
   d. Compare the enrolment of **recipient schools and non-recipient of the identified programs** (item no. 1) within the cluster

4. Number of learners;
   a. Transferred-in
   b. Repeaters
   c. Balik-aral
   d. Learners outside Tacurong
   e. Capture learners who are leavers and reason of each individual/ what intervention, where they are, tracking by school level. After finding the school leavers/ after interventions how many are gains? **(June 30 as the cut-off day of enrolment)**

Analysis and Explanation:

a. Significant Increase:

a.1 If enrolment is increasing, what areas/school registered highest significant increase? Is the school increase consistent with the division-wide increase in the enrolment?

a.2 What external factors contributed to the increase?

a.3 What internal factors contributed to the increase. Please specify programs, policies, and initiatives of DepEd.

a.4 How many are transferred-in, repeaters and balik aral?

Schools with Significant Increase	External Factors	Internal Factors

b. No Significant Increase/ Decrease in Enrolment:

b.1 Why is there no significant increase in enrolment? What are the hindering external factors?

b.2 What are the barriers or external factors that prevented school age learners to access schooling? Calamity? Conflict? Changes in environment (Please specify)

b.3 What are the bottlenecks or internal factors that contributed to the to the decreasing enrolment? Were there policies that excluded some learners in enrolling school? Please specify?

b.4 What are the best practices or Most Significant Stories (MSC). (Each school should submit one (1) MSC.

c. Crucial Resources:

c.1 Needed Resources in terms of
- Teachers (by subjects/specialization JHS)
- Classroom
- Seat
- Toilet (Status- Good, Needs Improvement, indicate number)

c.2 Textbooks, LM's, TG's (Ratio per grade)

c.3 Intervention to address gaps (c.1 and c.2)

III. Senior High School Implementation

1. Enrolment by track/strands/specialization
2. Number of Grade 11 and 12 enrollees from Outside Tacurong.
3. Status on SHS School Class Program, prerequisite and exploratory subjects? What are needed assistance?

IV. Agenda

Highlight policy issues, program design concerns, system improvements and/or capability building needs relative to SHS implementation that SDO/RO/CO should be immediately addressed.

Issues and Concerns	Strategies/Solution	Office In-charge) (SDO/RO/CO)