



Republic of the Philippines
Department of Education
Region XII
Schools Division Office of Tacurong City

February 3, 2023

DIVISION MEMORANDUM

SGOD No. 14, s. 2023

**COMPOSITION AND ASSIGNMENT OF SDO MONITORING TEAMS DURING
THE CONDUCT OF MIDYEAR PERFORMANCE REVIEW AND EVALUATION
AND SCHOOL - BASED IN - SERVICE TRAINING**

To: Assistant Schools Division Superintendent
Chiefs, CID and SGOD
Education Program Supervisors
Cluster Heads
Elementary and Secondary School Heads
This Division

1. Cognizant to Division Memorandum SGOD No. 11, s. 2023 titled Conduct of the Midyear Performance Review and Evaluation and In - Service Training scheduled on February 6 - 10, 2023, this Office hereby informs the field of the composition and assignment of monitoring teams as enumerated hereunder:

Name of Monitors	School/Cluster Assignment
EPS Mary Ann C. Umadhay EPS Agnes G. Muyco EPS Ernie P. Pama PDO Jonald S. Cadio	Central Tacurong Upper Katungal HS
EPS Randy E. Porras EPS Maria Sairah N. Hong SEPS Mohani A. Paguita PO Alejandro S. Reginaldo Jr.	West Tacurong Tacurong HS



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CES Arlene Rosa G. Arquiza EPS Rona N. Tacot PDO John G. Bayugos	North Tacurong Virginia F. Grino HS
EPS Virgie T. Metal EPS Frank T. Nawal Jr CES Mayflor D. Romualdo EPS II Junaflor R. Sucaldito	South Tacurong Rajah Muda HS Apolinario S. Bernardo HS
EPS Ivy P. Lamintao EPS Joseph R. Pilotos Ma. Dianne Joy R. Dela Fuente EPS II Janice P. Suboc	East Tacurong San Emmanuel HS San Pablo HS

2. Specifically, the monitors will look into the identified topics during INSET which address the development needs based on the Individual Development Plan (IPD) of all teaching personnel. Moreover, the monitors will gather the strands addressed per Domain/KRA in the PPST which are part of the Schools' MPRE/INSET Plan. Form 1: School – based In – Service Training (INSET) Report is attached which accomplished copy shall be submitted to the assigned monitors while same data shall be encoded by school through the Google link that will be provided by the Division SMME.

3. On the other hand, the monitors are also enjoined to use the M & E template to be used as reference in the provision of technical assistance in the succeeding M & E activities of the CID & SGOD personnel.

4. In addition and when necessary, monitors will also provide technical assistance in areas such as School Based Management, monitoring and evaluation of PPAs, Phase 2 of Results – based Performance Management System and other areas needing assistance during the weeklong activity.

5. All expenses incurred during this activity may be chargeable against local funds subject to the usual accounting and auditing rules and regulations.



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6. Widest dissemination of this Memorandum is enjoined.

For and in the absence of
the Schools Division Superintendent

MERVIE Y. SEBLOS, CESE
OIC – Asst. Schools Division Superintendent

Enclosures: As stated
Reference: Division Memorandum SGOD No. 11, s. 2023
Allotment: 1 – 2 – 3 – 4

To be indicated in the Perpetual Index under the following subjects:

FORMS

MONITORING & EVALUATION

INSET



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