



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

May 9, 2024

DIVISION MEMORANDUM
SGOD No. 049 s. 2024

**CAPABILITY BUILDING FOR MONITORING AND EVALUATION (M&E) TEAM
FOR MATATAG CURRICULUM TRAININGS FOR SCHOOL LEADERS
AND TEACHERS**

To: **Assistant Schools Division Superintendent
Chief EPS (CID & SGOD)
Education Program Supervisors
Elementary and Secondary School Administrators
This Division**

1. Pursuant to RM QAD-2024-010 titled **Monitoring and Evaluation (M&E) Activities for MATATAG Curriculum Trainings for School Leaders and Teachers**, the School Governance Operations Division SGOD – SMME shall spearhead the conduct of Capability Building on Monitoring and Evaluation (M&E) for MATATAG Curriculum Trainings for School Leaders and Teachers at Conference Hall, SDO Tacurong City on May 17, 2024, which will start at 8:00 o'clock in the morning.

2. The capability building aims to:

- a. Enhance the competencies of monitoring and evaluation team;
- b. Rationalize the M&E plan, processes and tools following the Kirkpatrick Evaluation Model for the DTOT and School-Based trainings;
- c. Formulate the program-based division and school M&E plan on the MATATAG Curriculum;
- d. Discuss compliance with the submission timeline of the M&E reports, emphasizing the importance of timely reporting.

3. Enclosed are the a) Activity Matrix for the Capability Building; b) List of Participants for the Capability Building for reference and guidance

4. For information and dissemination.


GILDO G. MOSQUEDA, CEO VI
Schools Division Superintendent

Enclosure: As stated

Reference: RM QAD-2024-010

To be indicated in the perpetual index under the following subjects:

SCHOOLS GOVERNANCE AND OPERATIONS DIVISION

SM-ME

MAP/SGOD-SMME/DM. Capability Building for Monitoring and Evaluation (M&E) Team for Matatag Curriculum Trainings for School Leaders and Teachers/ May 9. 2024





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

Enclosure 1 to DM SGOD No. 044 s. 2024

Capability Building for M&E Activities for MATATAG Curriculum Trainings for School Leaders and Teachers

ACTIVITY MATRIX

Date /Day	Duration	Topic	Person Responsible / Resource Speaker
May 17, 2024			
DAY 01	7:30 - 8:00	Arrival/Registration	Junaflor R. Sucaldito
	8:00-8:30am	Opening Program A. Singing of National Anthem B. Prayer C. Tacurong City Hymn D. Message E. Introduction of Participants	Mayflor D. Romualdo, Chief ES, SGOD Mohani A. Paguita SEPS-SMME
	8:30- 9:30	Rationale of the Basic Education Monitoring and Evaluation (M&E Framework and its Relevance to the Implementation on the MATATAG Curriculum for Teachers and School Leaders	Ernie P. Pama, EPS SGOD
	9:30 -9:45	Health Break	
	9:45-10:45	Monitoring and Evaluation on Governance and Program Management	Ma. Dianne R. Dela Fuente, SEPS - HRDS
	10:45-11:15	Roles and Responsibilities of M&E on MATATAG Curriculum Training Implementation	Mohani A. Paguita, SEPS-SMME
	11:15-12:00	Monitoring and Evaluation Process and Tools	Mohani A. Paguita, SEPS SMME
	12:00 - 1:00	LUNCH BREAK	
	1:00 - 2:30	Monitoring and Evaluation Process and Tools (Continuation)	Mohani A. Paguita, SEPS SMME





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

2:30 - 2:45	Health Break	
2:45 - 4:30	Review and Workshop on Accomplishing the M&E tools	Mohani A. Paguita, SEPS SMME
4:30 - 5:00	End-of-Day Evaluation & Reminders	M&E Section
	Master of Ceremony	



Address: Alunan Highway, Poblacion, Tacurong City 9800
Telephone Numbers: (064)-562-4880; 0919-065-6425
Email: tacurong.city@deped.gov.ph
Website: depedtacurong.org



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

Enclosure 2 to DM SGOD No. ___ s. 2024

**LIST OF PARTICIPANTS DURING THE CAPABILITY BUILDING ON M&E
ACTIVITIES FOR MATATAG CURRICULUM TRAININGS FOR SCHOOL
LEADERS AND TEACHERS**

NO	NAME	POSITION / STATION
1	Ernie P. Pama	Education Program Supervisor
2	Ma. Dianne Joy R. Dela Fuente	SEPS -HRTD/PRS
3	Mohani A. Paguita	SEPS-SMME
4	Junaflor R. Sualdito	EPS II SMME
5	Janice P. Suboc	EPS II_HRTD
6	Alejandro S. Reginaldo	PO III
7	Jonald Cadiao	PDO II
8	John Bayugos	PDO II
9	Joey M. Lozano	ITO
10	Rex Louis Roncesvalles	AA VI
11	Delia P. Eliarda	LIBRARIAN
12	Leonora R. Po	PDO II
13	Katrina M. Dalayap	MEDICAL OFFICER
14	Catherine Joy P. Quirog	NURSE II
15	Jonalee Y. Arquiza	NURSE II
16	Aiza S. Bunsu	DENTIST
17	April Jane Duadua	NURSE II
18	Ellen Bade	AA VI
19	Charibien B. Sebastian	AO II
20	Chinnie B. Quibuyen	AO II
21	Jacqueline F. Duadua	AO II
22	Daniel E. Costas	AO II
23	Geosalyn L. Macailing	AO II
24	Raiza Grace O. Leynes	AO II
25	Maria Lina A. Toring	AO II
26	Ralp John Sespene	AO II
27	Michelle M. Dorado	AO II
28	Paulo Miguel C. Segura	AO II
29	Doreen Lou J. Estanislao	AO II
30	Josie E. Lavalley	AO II
31	Raddy P. Sandig	AO II
32	Adelfa A. Abenoja	AOII
33	Merry Ann Segura	AO II
34	Connie P. Gumera	AO II
35	Sarrah Jane G. Ruelan	AO II
36	Monalyn A. Lopez	PDO I



Address: Alunan Highway, Poblacion, Tacurong City 9800
Telephone Numbers: (064)-562-4880; 0919-065-6425
Email: tacurong.city@deped.gov.ph
Website: depedtacurong.org