

## Republic of the Philippines

## Department of Education

CORDILLERA ADMINISTRATIVE REGION

**Schools Division of Tabuk City** 

Office of the Schools Division Superintendent

RECORDS UNIT

24 March 2023

DIVISION MEMORANDUM No. りん , s.2023

CONDUCT OF FIRST QUARTER DIVISION MONITORING, EVALUATION, AND ADJUSTMENT CONFERENCE

To: OSDS, CID, AND SGOD
All Public and Private Elementary and Secondary School Heads
All Others Concerned

- 1. Please be informed that based on the Division Calendar of Activities the First Quarter Monitoring, Evaluation, and Adjustment Conference is scheduled on the following dates: District MEA *March 28*, 2023; and Division MEA March 31, 2023.
- 2. To give ample time for everyone to make their respective reports, the following new schedules are to be observed:

Activity	Duration	New Schedule
School MEA	1 day	April 3-5, 2023
District MEA	1 day	April 11, 2023
Division MEA	1 day	April 14, 2023

- 3. Schools are advised to use their contextualized M&E Tools aside from the Division tool.
- 4. The venue for the Division MEA will be announced later while for the District MEA, it will be at the discretion of concerned PSDSs preferably in any school within the district. The SGOD must be informed of the venues for logistical arrangement purposes.
- 5. This MEA covers the first quarter implementation of PPAs based on the Division Annual Implementation Plan/ Work and Financial Plan/ Program Management Information System (PMIS) and Adjustment Plans of the functional divisions; and the implementation of PPAs (January to March) based on School Improvement Plans/Annual Implementation Plans, School





Address: Bulanao Central School Compd., Purok 2, Bulanao Norte, Tabuk City, Kalinga

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Learning Recovery and Continuity Plans, and Adjustment/Catchup/Reentry Plans of the schools.

- 6. The PSDSs and their team members shall be responsible for the reports of their respective District MEAs, a copy of the report is t to be submitted to SGOD earlier before the Division MEA.
- 7. Enclosure 1 and Enclosure 2 respectively are the lists of participants and templates to be used for this MEA activity: Template A for Schools and Template B for Operating Divisions of the Division Office.
- 8. For the information and compliance of all concerned.

IRENE S. ANGWAY PhD, CESO V Schools Division Superintendent

For the Authority of the Schools Division Superintendent:

JAN NOWEL E. PEÑA Officer-In-Charge

Office of the Assistant Schools
Division Superintendent

sgod/smme/aka/1Q2023-DMEA.docx March 24, 2023



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Enclosure 1 - Participants for the First Quarter MEA Conference

## a. Division MEA

Participants	Number
Schools Division Superintendent	1
Assistant Schools Division Superintendent	1
Curriculum Implementation Division	22
School Governance Operations Division	11
Office of the Schools Division Superintendent	9
Secretariat	1
Nurse	1
Total	46

## b. District MEA

Participants	Number
Schools Division Superintendent	1
Assistant Schools Division Superintendent	1
Chiefs (SGOD and CID)	2
Public School Heads	103
Private School Heads	15
Public Schools District Supervisor	10
Education Program Supervisors	10
SGOD	10
Total	152

## c. Nurse In-charge of health protocols in District MEA

Huise III-cite	arge of meaten protocols in Distric	CIVALDIA
District	Nurse	Number
STD 1	Michelle Banganan	1
STD 2	Esmeralda B. Depagon	1
STD 3	Janice Mangaoang	1
NTD 1	Russle Ngao-i	1
NTD 2	Claire Rose Damian	1
ETD 1	Gigi Banawag/ Jocelyn L.	1
	Lomeng	1
ETD 2	Shirley Sarmiento	1
ETD 3	Raquel Fafag	1
WTD 1	Shirley P. Labawig	1
WTD 2	Malee Kaye Albert	1
	Total	10
	9 additional pax	9
	<b>Total District Participants</b>	171





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CORDILLERA ADMINISTRATIVE REGION



## **Schools Division of Tabuk City**

202	23 FIR	ST QUA	RTER	DISTR	ICT/S	(Janua	ary to	CHOOL MONITORIN (January to March)	IG, EV	ALUATI	ON AN	ID ADJ	2023 FIRST QUARTER DISTRICT/SCHOOL MONITORING, EVALUATION AND ADJUSTMENT (January to March)
Name of School:											Di	District:	
ART I. PERFORMANCE INDICATORS	VCE IND	CATOR	S										
PERFORMANCE Elementary	AS OF	Elementary	Y-MAR	CH 24, 20	023	Secondary	ndary						
INDICATORS	Pri	Private	Pu	Public	Pri	Private	Pu	Public	A	ALS	SUCs	Cs	Remarks
	Male	Female		Male Female	Male	Male Female		Male Female	Male	Female	Male	Female	
A. Failure													
B. Dropout													
C. TRANS OUT													
D. TRANS IN													
E. 2nd Quarter Overall MPS													
F. 2nd Quarter Overall GWA		Ÿ											
A.1. Data on Failure	Failure						-						
Rea	Reasons			Number (Elementary)	(Eleme	ntary)	Num	Number (Secondary)	ondary)			Interve	Intervention/TA Provided
								ž					

Examples of reasons: Lack of Interest/distractions (peer influence), Work-related (home), Early Marriage, etc

## A.2 Data on Dropout

Total				Reasons	
				Number (Elementary)	
				Number (Secondary)	
	3		Home visitation, counselling, remediation	Intervention/TA Provided	

Note: Please use the reasons that are found in SF2 for uniformity of general reporting then proceed to specific details if needed to qualify more the reasons.

PART II. PROGRAMS/PROJECTS/ACTIVITIES

A. Accomplishments on PPAs based on SIP-AIP

Note: This is a modified Project Monitoring Form under DO 44, s. 2015 ("ESIP Guidelines")

ACCOI Physical ipants/ Units or Outputs Items, etc.)	G2	PLISHMENT	PLISHMENT Financial	PLISHMENT Financial	PLISHMENT Financial
8 2	PI	PLISHMENT	PLISHMENT	PLISHMENT Financial % of	PLISHMENT  Financial  % of Hinde

## B. Accomplishments on PPAS based on SLRCP

PROJECTS &	ACTIVITIES (PPAs)	
OBJECTIVES AND TARGETS	TOWN TO THE TOWN	
(No. of P	Target	
Phy articipants Item	Target Actual	
ACCOMPLISHMENT Physical [No. of Participants/ Units or Outputs/ Items, etc.)	% of Accomplishment	
ISHMEN	Target Actual	
	Actual	
Financial	% of Accomplishment	
REM	Hindering Factor	
REMARKS	Hindering Facilitating Factor Factor	
Ways		

## C. Other PPAs implemented (not based on plans)

ACTIVITIES (PPAS)	PROGRAM/ PROJECTS &	
	OBJECTIVES AND TARGETS	
Target	(No. of P	
Target Actual	Phy articipants Item	
% of Accomplishment	Physical [No. of Participants/ Units or Outputs/ Items, etc.]	ACCOMPLISHMENT
Target		LISHMEN
Actual	Fin	T
% of Accomplishment	Financial	
Hindering Factor	REM	
Hindering Facilitating Factor Factor	REMARKS	
	Ways	

# PART III LEARNERS' READING PROFICIENCY PROGRESS MONITORING - AS OF MARCH 24, 2023 A. SCHOOL/DISTRICT CONSOLIDATION OF READING PROFILES (sample consolidated progress monitoring matrix below)

(Note: for SMEA tool of schools, it should include the individual learner's profile and need not be reported to the District)

Total	Sub-Total Female	Sub-total Male	Grade 10	Grade 9	Grade 8	Grade 7	Grade 6	Grade 5	Grade 4	Grade 3	Grade 2	Grade 1	Kinder		SCHOOL AND GRADE
										15					Enrolment
87			2	2	3	2 '	2	2	4	13	17	20	20	drong group	Focus Group
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79			2	2	2	2	2	2	3	12	17	17	18	) Neaders	000000000000000000000000000000000000000
91%			100%	100%	67%	100%	100%	100%	75%	92%	100%	85%	90.00%	rercentage	Donosto

Grade 2	Grade 1	Kinder	Grade	C. SUMMARY OF READING	Overall Total	Total No. of	Total No. of	Grade 10	Grade 9	Grade 8	Grade 7	Grade 6	Grade 5	Grade 4	Grade 3	Grade 2	Grade 1	Kindergarten	Grade Level	
				OF REA															Level	Reading
			Total Enrollment	DING															Name	
			TARGET NO. OF LEARNERS FOR INTER- VENTION (Focused Group)	PROFILES															Grade	
			% OF TARGET NO. OF LEARNERS FOR INTER- VENTION																Disability/Difficulty	Lis
žą .			NO. OF LEARNERS WHO ALREADY MET THE EXPECTED REDING PROFICIENCY	for School, Dist															Difficulty	List of Learners
			NO OF LEARNERS WHO SURPASSED THE EXPECTED READING PROFICIENCY IN THEIR GRADE LEVELS	District, and Division															Reading Level in	with
			REMARKS (Reasons for the gaps)	sion)															in the Learners Reading Profile	SPECIAL NEEDS Certified by LIS Coordinator
			WAYS FORWARD																e Signature of SPED Focal	inator

Overall Total	Sub-Total Female	Sub-Total Male	Grade 10	Grade 9	Grade 8	Grade 7	Grade 6	Grade 5	Grade 4	Grade 3
						À.				
								n		

## PART IV ISSUES AND CONCERNS

A. UNRESOLVED ISSUES/CONCERNS/CHALLENGES/PROBLEMS AND RECOMMENDATIONS

Issues/ Concerns/ Challenges/ Problems	Action Taken Result Recor	Result	Recommendations to Division Office	Person Responsible

- Action Taken State what were the specific actions the school had undertaken to address or resolve the issues/concerns/challenges
  Result Your entry is either Resolved or Unresolved
  Recommendations school should state specific recommendations for DO action

# PART V RE-ENTRY/CATCH-UP PLANS FOR 2ND QUARTER IMPLEMENTATION

A. Accomplishments on 4th 2022 Re-entry/Catch-up Plan (for implementation 2023 1st Qtr)

	1	1	_	_	1	_	
PROGRAM/ PROJECTS &	ACTIVITIES (PPAs)						
OBJECTIVES							
(No. of F	Target* Actual						
Phy articipants Item	-						
Physical [No. of Participants/ Units or Outputs/ Items, etc.)	% of Accomplishment Target						
	Target						
	Actual						
Financial	% of Accomplishment						
REM	Hindering Factor						
REMARKS	Hindering Facilitating Factor Factor						
Ways							

# B. RE-ENTRY/CATCHUP PLAN FOR 2023 2ND QUARTER IMPLEMENTATION

		PPAs to be Re- Entered/ Issues Reason/s and Concerns to for Re-entry on
		Reason/s for Re-entry
		Physical Target
		Budget
100		Source of fund
		Enhancement (Process/Strategy/Activity) if any
		Key Persons Responsible
		Expected Output

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Noted:

Signature Over Printed Name of PSDS

Date:

Signature Over Printed Name of School Head
Date:



## Republic of the Philippines Department of Education Cordillera Administrative Region

**Schools Division of Tabuk City** 



## 2023 FIRST QUARTER DIVISION MONITORING, EVALUATION, AND ADJUSTMENT (January to March)

Note: 1) This template is for the functional divisions only - OSDS, CID, SGOD.

2) Submit this accomplished template together with the presentation slides. For better time management, summaries with visualizations should be the contents of the slides along with consideration of alignment to the 5 Pillars ACCESS, Equity, Quality, Resilience & Well-being, and Enabling Governance; and the MATATAG Education Agenda

Area/Unit	Owner	Name/Program	the same of the same
			And a description of the court
Position:	Division	Functional	

# PART I ACCOMPLISHMENTS IN THE CATCH-UP/RE-ENTRY PLAN

	Hindering Factors/
	_
PROCRAM/ PROJECTS/ ACTIVITIES  Target Actual % Target Actual % Fund  REMARKS/WAYS FORWARD (Indicate here any important information in the implementation of the above PPAs)	Facilitating Factor

# PART II PPAS IMPLEMENTATION A) DOWNLOADED FUNDS (SARO) A.1 Physical and Financial Accomplishments for the 1st Quarter

				A	ACCOMPLISHMENT				
PROGRAMS/ PRO HOTS/			PHYSICAL			FINANCIAL	CIAI		
ACTIVITIES	No. of Pa	of Participants/ Units Outputs/ Items, etc.	No. of Participants/ Units or Outputs/ Items, etc.	Remarks (Justifications for gaps)	Target (Based on AR)	Actual (Based on PO)	%	Remarks	OUTPUT/ RESULTS/ OUTCOME
	Target	Actual	%					(onomicamonio ioi gabo)	
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TOTAL									
REMARKS/WAYS FORWA	ARD (Indi				in the image				
RRM	Target  ARD (Indi	Actual	%		(Linearch Oli Ally)	(based on PO)		Oustincations for gaps)	

B) MOOE (Based on 2023 DAIP/WFP-PMIS) \*Note: PPAS should be based on DAIP/WFP-PMIS

B.1 Physical and financial accomplishments for the 1st Quarter

REMARKS/WAYS FORWARD (Indicate here any important information in the implementation of the above PPAs)	TOTAL			ACTIVITIES	PROGRAMS/ PROJECTS/	
ARD (Ind			Target	No. of Pa		
icate he			Actual	No. of Participants/Units or Outputs/Items, etc.		
re any i			%	/Units or , etc.	PHYSICAL	
mportant information				Remarks (Justifications for gaps)	CAL	AC
in the implen				Target (Based on AR)		ACCOMPLISHMENT
nentation of th				Actual (Based on PO)	FINANCIAL	
ie above				%	CIAL	
PPAs)				Remarks (Justifications for gaps)		
					OUTPUT/ RESULTS/ OUTCOME	

# C) PROJECTS FUNDED FROM CAPITAL OUTLAY (DEPED FUNDS) C.1 Physical and financial accomplishments for the 1st Quarter

	PROJECTS			
	No. of P	Target		
	No. of Participants/Units or Outputs/Items, etc.	Actual		
PHYSICAL	/Units or , etc.	%		
CAL	<b>Remarks</b> (Justifications for gaps)			
100	Target (Based on AR)			
FINANCIAL	Actual (Based on PO)			
CIAL	%			
	Remarks (Justifications for gaps)			
OUTPUT/ RESULTS/ OUTCOME				

	Target	No.	PROTECTIS	
-	Actual	of Participants/Unit Outputs/Items, etc.		
	%	nits or	PHYSICAL	
		Remarks (Justifications for gaps)	CAL	
		Target (Based on AR)		TO CONTRACTOR STATE OF THE PARTY OF THE PART
		Actual (Based on PO)	FINANCIAL	
		%	CIAL	
		<b>Remarks</b> (Justifications for gaps)		
			OUTPUT/ RESULTS/ OUTCOME	

D) PPAs FUNDED FROM OTHER SOURCES OF FUND (e.g., NGO, SEF, CLGU Support Fund, etc.)
D.1 Physical and financial accomplishments for the 1st Quarter

Terms of Reference:
Source of Fund – NGO | MOOE | HRTD | SEF | CLGU Support Fund, etc.

E. VALUE ADDED ACCOMPLISHMENTS/OUTPUTS (Those not reflected in the Plan but have significant result/outcome/impact. Ex., Generated funds for the restoration of one (1) school building damaged by fire) E.1 Physical and financial accomplishments for the 1st Quarter

PAS)		PROGRAMS/ACTIVITIES/PROJECTS
ant information in the		AMOUNT IF ANY
		SOURCE OF FUND
	TOTAL STATE	OUTPHTS (PESTI TS (OTTO)

## Terms of Reference:

Source of Fund - MOOE | HRTD | SEF | CLGU Support Fund, etc.

## Part III. ISSUES/CONCERNS / CHALLENGES/PROBLEMS

Terms of Reference:	Issues/ Concerns/ Challenges/ Problems (ICCPs)	
	Category	
	Description/ Data as Basis of ICCPs	
ž	Action Taken	
	Remarks	
	If ICCPs are Not Resolved or Ongoing but need further actions  Suggested Action/ Intervention/ Solutions  Responsible Responsible	
	or Ongoing but need tions  Responsible Office/Key Person	

- Category How do we categorize the issues/concerns/challenges? e.g., technical/technological, financial, environmental, political, sociological, etc.
- Action Taken Any action undertaken to address the ICCPs
- Results Resolved | Not Resolved | Ongoing

Part IV: RE-ENTRY PLAN FOR 1ST QUARTERN OF 2023

PPAs to be Re-Entered Reason/s for Re-entry Imp
Target Date of entry Implementation/Period
Amount
Source of fund
Enhancement (Process/Strategy/Activity) if any

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Source of Fund - MOOE | HRTD | SEF | CLGU Support Fund, etc.
 Note: possible activities arising from unresolved issues, gaps, or concerns should be re-entered

Part	
?	
LESSONS	
LEARNED	

Prepared by:

NOTED:

**Division Chief**