



Republic of the Philippines  
**Department of Education**  
CORDILLERA ADMINISTRATIVE REGION  
**Schools Division of Tabuk City**



**Office of the Schools Division Superintendent**

16 May 2024

**DIVISION MEMORANDUM**

No. 187, s. 2024

**CONDUCT OF MID-YEAR DIVISION MONITORING, EVALUATION, AND  
ADJUSTMENT (MEA)**

- To:**
- OSDS, CID, and SGOD
  - Public School District Supervisors
  - All Public and Private Elementary and Secondary School Heads
  - All Others Concerned

1. All concerned are hereby informed of the conduct of mid-year division monitoring, & evaluation, and plan adjustment conference on June 10, 2024, in a venue to be announced later. For all districts, they shall conduct their respective MEA in the first week of June 2024 in the venues identified under Division Memorandum No. 160 s. 2024.



2. The DMEA shall cover the implementation review of Programs, Projects, and Activities (PPAs) based on the Division Annual Implementation Plan/ Work Financial Plan/ Program Management Information System (PMIS) and Adjustment plans of the functional division.

3. District MEA shall cover the implementation review of schools' PPAs based on School Improvement Plans/Annual Implementation Plans, School Learning Recovery and Continuity Plans, and Adjustment/Catchup/Re-entry Plans, Reading Proficiency of Learners (PHIL-IRI post-test; and Reading Profile), classroom assessment results, and applicable school performance indicators, among others.

4. The PSDS and their team members shall be responsible for the reports of their respective District MEAs.

5. Enclosure 1 and Enclosure 2 respectively are the lists of participants and templates to be used for the DMEA activity.

6. For the information and compliance of all concerned.


  
**BENEDICTA B. GAMATERO PhD, CESO V**  
Schools Division Superintendent 



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 DepEd Tayo Tabuk City





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Enclosure 1- Participants for the Conduct of the Mid-year MEA

**a. Division MEA**

Participants	Number
Schools Division Superintendent	1
Assistant Schools Division Superintendent	1
Curriculum Implementation Division	21
School Governance Operations Division	10
Office of the Schools Division Superintendent-Administrative (AOV), Budget Officer, Accountant, ITO, Legal Officer, HR, Supply Officer	7
<b>Total</b>	<b>40</b>

**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 Supervisor	10
SGOD district-in-charge	10
AOs,PDOs, and ADASs of host schools	20
<b>Total</b>	<b>172</b>

*\*Mobile- from one venue to the next*



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