

DEP-ED - TABUK CITY
RELEASED
MAR 29 2019
RECORDS UNIT



Republic of the Philippines
Department of Education
Cordillera Administrative Region
DIVISION OF TABUK CITY
City Hall Compound, Dagupan Centro, Tabuk City, Kalinga



Division Memorandum

No. 56 s. 2019

TO: **SGOD & CID DIVISIONS
SECTION HEADS OF OSDS
ELEMENTARY/SECONDARY SCHOOL HEADS
ALL OTHERS CONCERNED**

FROM: **BENEDICTA B. GAMATERO**
OIC-Schools Division Superintendent

SUBJECT: **CONDUCT OF 1st Quarter MEA**

DATE: **March 29, 2019**

1. This is to inform that the 1st Quarter Division MEA will be held on April 16, 2019, 8 AM at the Davidson Hotel and Restaurant, Bulanao, Tabuk City, Kalinga.
2. Please see attached template that will be filled up by the schools that shall be consolidated per district to be reported during the Division MEA.
3. The following are the participants to attend the Fourth Quarter Division Monitoring, Evaluation and Adjustment.

PARTICIPANTS	Number of Participants
1.SDS	1
2.OIC-ASDS	1
3.CID & SGOD Chief	2
4. EPSs	10
5.PSDSs	10
6.Legal Officer	1
7.ITO	1
8.Admin. Personnel	5
9.Finance Personnel	2
10.SGOD Personnel	10
11.ALS	1
12.Secretariat	2
Total	46

4. Immediate and widest dissemination of this Memorandum is desired.

FIRST QUARTER OF 2019 MONITORING & EVALUATION ADJUSTMENT TOOL

SCHOOL: _____

1. ENROLLMENT

1A. Public

Enrollment as of Mar 30, 2019	Male		Female		TOTAL	Remarks (compare data to previous year- increase/ decrease)	Reason for positive or negative variance
	Elementary (Kindergarten to Grade 6)	Secondary (grade 7 to 10)	Senior High (Grade 11-12)	TOTAL			
Elementary (Kindergarten to Grade 6)							
Secondary (grade 7 to 10)							
Senior High (Grade 11-12)							
TOTAL							

1B. Private

Enrollment (June opening)	Male		Female		TOTAL	Remarks (compare data to previous year- increase/ decrease)	Reason for positive or negative variance
	Elementary (Kindergarten to Grade 6)	Secondary (Grade 7-10)	Senior High (Grade 11-12)	TOTAL			
Elementary (Kindergarten to Grade 6)							
Secondary (Grade 7-10)							
Senior High (Grade 11-12)							
TOTAL							

2. PERFORMANCE INDICATORS

PERFORMANCE INDICATORS	Elementary		Secondary		SUCs	Remarks (compare data to previous year- increase/ decrease)	Reason for positive or negative variance
	Private	Public	Private	Public			
A. Dropout Rate							
B. Graduation Rate (Grade 6 & Grade 12)							
C. Promotion Rate							
D. Moving up (Kindergarten & Grade 10)							
E. Cohort Survival Rate							

Note: Indicate the number and rate of failures, dropout, graduation, and promotion. (number of failures, dropout, graduation, and promotion over enrollment multiplied by 100% equals the rate.)
Example: (10/50)100 = 5%

2A. Interventions provided for per performance indicator

Performance Indicators stated above	Reasons)	Interventions	Result of the Intervention	Ways forward
A. Dropout Rate				
B. Graduation Rate (Grade 6 & Grade 12)				
C. Promotion Rate				
D. Moving up (Kindergarten & Grade 10)				
E. Cohort Survival Rate				

II. PAPS IMPLEMENTATION (ALL QUARTERS)

1. CO/RO DOWNLOADED FUNDS

A. Capacity Building Activities (Trainings, Workshops, Seminars)

PAPS	Physical (indicate number of outputs and pax as applicable)		Financial (base on WFP)		Remarks (Reasons for variance- positive or negative)	Result (Effect if conducted/not conducted)	Ways forward
	Target	Actual	Target	Actual			
e.g. Workshop on Assessment	8 tools 23 pax	6 tools 21 pax	10,000	8,000	<ul style="list-style-type: none"> Lack of working document 		<ul style="list-style-type: none"> Another workshop will be conducted. Give it as an assignment.

B. Conferences, Meetings and Orientations

PAPS	Physical (number of pax)		Financial		Remarks (Reasons for variance- positive or negative)	Result (Effect if conducted/not conducted)	Ways forward
	Target	Actual	Target	Actual			

C. Competitions/ Search (all quarters)

PAPS	Physical		Financial		Remarks (Reasons for variance- positive or negative)	Result (Effect if conducted/not conducted)	Ways forward
	Target	Actual	Target	Actual			
e.g. Brigada Eskwela	5 schools	4 schools	10,000	9,000	1 school did not submit letter of intent		

D. Others (all quarters)

PAPS	Physical		Financial		Remarks (Reasons for variance- positive or negative)	Result (Effect if conducted/not conducted)	Ways forward
	Target	Actual	Target	Actual			
e.g. School-based feeding program	510	550	1,101,600	1,188,000	<ul style="list-style-type: none"> Increase number of beneficiaries Augmented by PTA funds 	•	•

1. SCHOOL FUNDED PAPS (SCHOOL MOOE)

A. Based on Work and Financial Plan (Trainings, Workshop, Seminars)

PAPS	Physical		Financial		Remarks (Reasons for variance- positive or negative)	Result (Effect if conducted/not conducted)	Ways forward
	Target	Actual	Target	Actual			

B. Conferences, Meetings and Orientations

PAPS	Physical (number of pax)		Financial		Remarks (Reasons for variance- positive or negative)	Result (Effect if conducted/not conducted)	Ways forward
	Target	Actual	Target	Actual			

C. Competitions/ Search (all quarters)

PAPS	Physical		Financial		Remarks (Reasons for variance- positive or negative)	Result (Effect if conducted/not conducted)	Ways forward
	Target	Actual	Target	Actual			
e.g. Brigada Eskwela	5 schools	4 schools	10,000	9,000			

D. SEF and other sources/donations (LOCAL FUNDS)

PAPS	Physical		Financial		Remarks (Reasons for variance- positive or negative)	Result (Effect if conducted/not conducted)	Ways forward
	Target	Actual	Target	Actual			

ACCOMPLISHMENT REPORT BASE ON OPCRF (First Quarter 2019)

KRA	OBJECTIVE	ACTIVITIES	ACCOMPLISHMENT		REMARKS		Result or Effect (Quality result)	WAYS FORWARD
			Target for the year	Actual for the quarter	HF	FF		
Ex. B. Curriculum and Instruction Management (25%)	1. Developed localized curriculum materials on critical content and/or least learned competencies	Contextualization of LMs per learning area	124	31				

III. ISSUES/CONCERNS & CHALLENGES NOT ADDRESSED AT THE SCHOOL/DISTRICT LEVEL ELEVATED AT THE DIVISION LEVEL

ISSUES/CONCERNS and CHALLENGES	Recommendations/Suggestions	TA Plan (to be provided by DFTAT)	Concern Functional Divisions/	Timeline	Result of TA Provided on ISSUES/Concerns Provided by DO (DFTAT)
A. ACCESS Ex. On Performance Indicator <ul style="list-style-type: none"> • High Dropout rate • Physical (unfinished construction) 					
b. QUALITY & RELEVANCE Trainings LMs Ratio of books to learners Etc.					
C. GOVERNANCE Ex. <ul style="list-style-type: none"> • Unpaid salaries of New Teacher/s • Unpaid salaries of substitute teachers • Unpaid step increment • GSIS/PAGIBIG remittances • Etc. 					

NOTE:
 Column 1&2 to be filled out by Schools. The data given are JUST examples.