



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. 105 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 2<sup>nd</sup> Quarter MEA**

DATE: **June 21, 2019**

1. This is to inform that the 2<sup>nd</sup> Quarter Division MEA will be held on July 5, 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 Second Quarter Division Monitoring, Evaluation and Adjustment.

PARTICIPANTS	Number of Participants
1.SDS	1
2.OIC-ASDS	1
3.CID (Chief,EPS,PSDS,ALS)	22
4.OSDS (Legal Officer,ITO,Administrative and Finaance Personnel)	9
5.SGOD (Chief, Unit Heads)	11
6.Secretariat	2
<b>Total</b>	<b>46</b>

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

# ADJUSTMENT PLAN ACCOMPLISHMENT

ISSUES/CONCERNS & CHALLENGES	ACTIVITIES	DATE IMPLEMENTED	MOV'S
A. ACCESS			
B. QUALITY & RELEVANCE			
C. GOVERNANCE			

**SECOND QUARTER OF 2019 MONITORING & EVALUATION ADJUSTMENT TOOL**

SCHOOL: \_\_\_\_\_

**1. ENROLLMENT**  
1A. Public

Enrollment	March 2019 (EOSY)			June 2019 (BOSY)			Remarks ( compare BOSY to EOSY data- increase/ decrease)	Reason for positive or negative variance
	Male		Total	Male		Total		
	Female	Female	Female	Female	Female	Total		
Elementary (Kindergarten to Grade 6)								
Secondary (grade 7 to 10)								
Senior High (Grade 11-12)								
<b>TOTAL</b>								

**2. SCHOOL FUNDED PAPs (SCHOOL MOOE)**

**A. Based on Work and Financial Plan (Trainings, Workshop, Seminars, Conferences, Meetings and Orientations)**

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(Not in the WFP ex. Funded by school canteen, private individual, NGOs, BLGUs and CLGUs)**

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			

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**C .Competitions/ Search participated(April-June 2019)**

PAPS	Performance		Financial		Remarks (Reasons for variance- positive or negative)	Result (Effect if conducted/not conducted)	Ways forward
	Target	Actual	Target	Actual			
e.g. Brigada Eskwela	First Place	Third Place	10,000	9,000			

**D. School Physical Facilities project Implemented not Funded by Deped (April-June 2019)**

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 Perimeter Fence	20 spans	10	50	50			

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

ISSUES/CONCERNS and CHALLENGES	Recommendations/Suggestions	TA Provider	Timeline
<p>A. ACCESS</p> <p>Ex. On Performance Indicator</p> <ul style="list-style-type: none"> <li>• High Dropout rate</li> <li>• Physical (unfinished construction)</li> </ul>			
<p>b. QUALITY &amp; RELEVANCE</p> <p>Trainings</p> <p>LMS</p> <p>Ratio of books to learners</p> <p>Etc.</p>			
<p>C. GOVERNANCE</p> <p>Ex.</p> <ul style="list-style-type: none"> <li>• Unpaid salaries of New Teacher/s</li> <li>• Unpaid salaries of substitute teachers</li> <li>• Unpaid step increment</li> <li>• GSIS/PAGIBIG remittances</li> <li>• Etc.</li> </ul>			

# ADJUSTMENT PLAN

ISSUES/CONCERNS & CHALLENGES	RECOMMENDATIONS/SUGGESTIONS	TECHNICAL ASSISTANCE PROVIDER	TIMELINE
A. ACCESS			
B. QUALITY & RELEVANCE			
C. GOVERNANCE			