



Republic of the Philippines
Department of Education
Region VI-Western Visayas
SCHOOLS DIVISION OF KABANKALAN CITY

Office of the Schools Division
Superintendent

DIVISION MEMORANDUM
NO. 079, s. 2022

MAR 04 2022

**CONDUCT OF 2022 QUARTER I MONITORING, EVALUATION
AND ADJUSTMENT (MEA)**

To: Assistant Schools Division Superintendent
CID & SGOD Chiefs
Public Elementary and Secondary School Heads
All Internal M & E Personnel and Validators
All Others Concerned

1. This Office, through the School Management Monitoring and Evaluation Unit of the School Governance and Operations Division will conduct the Quarter I Monitoring, Evaluation and Adjustment on the following schedules:

Activities	Date	Participants	Facilitators	Platform
School Monitoring, Evaluation and Adjustment (SMEA)	March 7-11, 2022	Teaching and Non-teaching personnel	School Heads and Sch. M & E Coordinators	
District Monitoring, Evaluation and Adjustment (DisMEA)	March 15-18, 2022	All School Heads of the district	Public School District Supervisors	
Functional Division MEA & Validation (CID and SGOD)	March 22, 2022	CID and SGOD personnel	CID and SGOD Chiefs	
*Validation of District Leading Indicators a. Kabankalan I b. Kabankalan II c. Kabankalan III d. Kabankalan IV e. Kabankalan V f. Senior High School g. Alternative Learning System	Mar. 23, 2022 @8:30 a.m. Mar. 23, 2022 @1:30 p.m. Mar. 24, 2022 @8:30 a.m. Mar. 24, 2022 @1:30 p.m. Mar. 25, 2022 @8:30 a.m. Mar. 25, 2021 @1:00 p.m. Mar. 25, 2021 @3:00 p.m.	SGOD & CID Chiefs, All PSDSs, EPS-ALS, and Div. SHS Coordinator	SEPS-SMME and Division Validators	
Division Monitoring, Evaluation and Adjustment (DMEA)	Mar. 29-30, 2022 @ 9:00 a.m. – 4:00 p.m.	SDS, ASDS, Chiefs, EPS, PSDS, SGOD unit heads, BO, Legal Officer, Div. Accountant, AO V, EPSA & Div. SHS Coordinator	SEPS-SMME and Division Internal M & E	Blended (Venue: Div. Conference Hall) Microsoft Teams link will be provided 15 minutes before the activity



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2. The Leading Indicators to be presented by PSDSs, EPS – II Alternative Learning System and Div. SHS Coordinator are as follows:

a. Access

- Number and percentage of SARDOs/PARDOs/NLPA* as of March, 2022
- Number and percentage of Learners temporarily enrolled as of March, 2022.
- Number and percentage of School Leavers (SHS) as of March, 2022
- Number and percentage of ALS Learners as of March, 2022
 - a. BLP
 - b. A & E – Elem.
 - c. A & E – JHS

* *LNPA – No Longer Participating in School Activities*

b. Quality

- Number and percentage of Learners with failing grades (1st and 2nd rating)

c. Governance

- Number and percentage of schools with Liquidated MOOE as of March 5, 2022
- Number of teacher items filled-up

3. The presentation of the Key Result Areas shall be handled by the following:

- a. Administrative Management - Administrative Officer V and Supply Officer
- b. Financial Management - Budget Officer and Division Accountant
- c. Performance Management - CID and SGOD Chiefs
- d. Ancillary Services - ITO and Legal Officer

4. Attached are the templates for Leading Indicators of the Districts and accomplishments of the OSDS (per KRA). See Enclosure nos.1 to 2.

5. Accomplishments and MOVs (in powerpoint presentation) presented by the PSDSs, Division SHS Coordinator, EPS II – ALS, CID & SGOD Chiefs, AO V, Budget Officer, Division Accountant, ITO and Legal Officer must be uploaded in a Google Drive. The data in leading indicators must be encoded in a link/google sheet shared by SEPS-SMME not later than April 4, 2022.

6. The following TWG members are requested to assist and facilitate the technical aspects during the Division MEA:

- | | |
|--------------------------|-------------------|
| a. Archiebal A. Poyogao | d. Darren Romero |
| b. Richard Roa | e. Justine Mangao |
| c. Krisha Marie Paltu-ob | |

7. In the interest of public health and safety during DMEA, all participants are reminded to strictly comply with the existing IATF protocols and minimum public health standards.

8. Immediate dissemination of and compliance with this Memorandum are desired.


LEA C. BELLEZA EdD.

OIC - Assistant Schools Division Superintendent
In-charge of the Division





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(Enclosure 1 to DIV. MEMO No. ____, s. 2022)

Quarter I Monitoring, Evaluation and Adjustment 2022

I. Leading Indicators (To be accomplished & presented by PSDS, Division SHS Coordinator & EPS II-ALS and validated by Division personnel in charge)

Leading Indicators	Male	Female	Total
A. PARDOs/SARDO/NLPA			
1. K to Grade 6 Kindergarten Grade 1 Grade 2 Grade 3 Grade 4 Grade 5 Grade 6 Total			
2. Junior High School Grade 7 Grade 8 Grade 9 Grade 10 Total			
3. Senior High School (2 nd Semester) Grade 11 Grade 12 Total			
B. Learners Temporarily Enrolled			
1. K to Grade 6 Kindergarten Grade 1 Grade 2 Grade 3 Grade 4 Grade 5 Grade 6 Total			
2. Junior High School Grade 7 Grade 8 Grade 9 Grade 10 Total			
3. Senior High School (2 nd Semester) Grade 11 Grade 12 Total			

ACCESS



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		Male	Female	Total
	C. School Leavers (Senior High School only) 2nd Semester			
	Grade 11 Grade 12			
	D. ALS Learners			
	a. BLP b. A & E – Elem c. A & E – JHS			
QUALITY	A. Learners with failing grades			
	1. K to Grade 6 Kindergarten Grade 1 Grade 2 Grade 3 Grade 4 Grade 5 Grade 6 Total:			
	2. Junior High School Grade 7 Grade 8 Grade 9 Grade 10 Total			
	3. Senior High School (1 st Semester) Grade 11 Grade 12 Total			
GOVERNANCE	Schools with liquidated MOOE as of March 5, 2022	Total No. of Schools	No. of Schools with liquidated MOOE	% of Schools with MOOE Liquidation
	1. Elementary			
	2. Secondary a. JHS b. SHS			
	Number of Teacher Items Filled-up	Male	Female	Teacher
	1. Kindergarten			
	2. Elementary			
3. Secondary				





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(Enclosure 2 to DIV. MEMO NO. ____, s. 2022)

II. Accomplishments per Key Result Area (to be accomplished and presented by CID & SGOD Chiefs and selected OSDS personnel)

*Based on Work and Financial Plan 2022 of each Functional Division

1. Physical Accomplishment Report

KRA	Physical				
	Objectives	Target	Accomplished Activities	Actual	Facilitating Factors

KRA	Physical					
	Objectives	Target	Unaccomplished Activities	Issues	Hindering Factors	Actions to be taken

2. Financial Accomplishment Report

Programs, Activities, and Projects (PAPs)	Adjustment Allotment	Obligations	Disbursements	Unobligated Allotment	Obligation Rate	Disbursement

3. Best Practices, Bottlenecks and Ways Forward in the program implementation

Program	Best Practices	Challenges/Bottlenecks	Ways forward	Timeline

* Accomplishments and MOVS (in powerpoint presentation) must be uploaded in a Google Drive not later than April 4, 2022.

