



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

June 16, 2020

DIVISION MEMORANDUM

NO. 109, S. 2020

CONDUCT OF 2020 ONLINE SECOND QUARTER DIVISION MONITORING, EVALUATION AND ADJUSTMENT (DMEA)

TO: Asst. Schools Division Superintendent
Chiefs, CID and SGOD
Public Schools District Supervisors
Public and Private Elementary and Secondary School Heads
All Other Concerned

1. Please be informed that the conduct of the Second Quarter Monitoring, Evaluation and Adjustment 2020 Via Online Platform will be on the following schedules below:

Activities	Date	Participants	Facilitators	Platform
School Monitoring, Evaluation and Adjustment (SMEA)	June 22-24, 2020	Teaching and non-teaching personnel	School head and Sch. M & E coordinator	
District Monitoring, Evaluation and Adjustment (DisMEA)	June 26, 2020	All school heads of the district	Public Schools District Supervisors	
Division Monitoring, Evaluation and Adjustment (DMEA)	June 30 - July 1, 2020	SDS, ASDS, AO, ITO, BO, Legal Officer, Div. Accountant, SGOD & CID Chiefs, All PSDS & EPS, SGOD unit heads & Div. SHS Coordinator	SEPS-SMME and Planning & Research	Google Meet link will be provided 15 minutes before the meeting

2. The Key Performance Indicators to be presented by PSDSs and Div. SHS Coordinator are:

a. Access

- Number of Learners Promoted (Based on SF 6 SY 2019-20)
 - a. Kindergarten
 - b. Grade 1 to Grade 4
 - c. Grade 7 to Grade 9



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- d. Grade 11
 - Enrollment: S.Y. 2020-2021 (as of June 19, 2020)
 - a. Kindergarten
 - b. Grades 1-6
 - c. Grades 7-10
 - d. Grades 11-12
 - b. Quality**
 - Teachers (Needs)
 - Classrooms (Needs)
 - c. Governance**
 - Public Schools offered summer classes (with and without permit)
 - Private Schools offered summer classes (with and without permit)
 - No. of Schools with MOOE liquidation (Q1 & Q 2) as of May 2020
 - No. of private schools with permit
 - a. New/renewed permit to operate
 - b. Recognition
 - No. of Community Learning Centers
 - PSDSs and Division SHS Coordinator will present also the KPIs of Quarter I MEA
3. The Key Result Areas to be presented (to be presented by) are:
- Administrative Management (Administrative Officer V)
 - Financial Management (Budget Officer and Division Accountant)
 - Performance Management (Education Program Supervisors and SGOD Unit Heads)
 - Ancillary Service (ITO, Legal Officer and Supply Officer)
4. Attached are the templates for dashboard (KPIs), (Enclosure 1) and accomplishments of the OSDS (KRAs), (Enclosure 2) for the guidance of all concerned.
5. Widest dissemination of this memorandum is highly desired.

PORTIA M. MALLORCA, PhD, CESO V
Schools Division Superintendent *af*



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(Enclosure 1 to DIV. MEMO No. 109, s. 2020)

Quarter II Monitoring, Evaluation and Adjustment 2020

I. Dashboard (To be presented by PSDS and SHS Division Coordinator)

KPIs		Male	Female	Total
Access	1. No. of Learners Promoted			
	a. Kindergarten Enrollment (BOSY) % of Promotion			
	b. Grade 1 to Grade 6 Enrollment (BOSY) % of Promotion			
	c. Grade 7 to Grade 9 Enrollment (BOSY) % of Promotion			
	d. Grade 11 Enrollment (BOSY) % of Promotion			
	2. Enrollment: S.Y. 2020-2021 (as of June 19, 2020)			
	a. Kindergarten			
	b. Grades 1 to 6			
	c. Grades 7 to 10			
	d. Grades 11 to 12			
Quality	1. Teachers Need			
	2. Classrooms Need			
Governance		Total No. of Schools	With Permit	Without Permit
	1. Public Schools offered summer classes (with and without permit)			
	Elementary			
	Secondary			
	a. JHS			
	b. SHS			
	2. Private Schools offered summer classes (with and without permit)			
	Elementary			
Secondary				
a. JHS				
b. SHS				



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	3. No. of Schools with MOOE liquidation (Q1 & Q 2) as of May 2020	Total No. of Schools	No. of Schools with MOOE Liquidation	% of Schools with MOOE Liquidation
	4. No. of private schools with permit			
	a. New/renewed permit to operate			
	b. Recognition			
	5. No. of Community Learning Centers			



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(Enclosure 2 to DIV. MEMO No. 109, s. 2020)

Accomplishments
Office of the Schools Division Superintendent

1. Summary of Quarterly Accomplishments

KRA	Physical			Financial		
	# of Target Activities	# of Actual Accomplishment	% of Accomplishment	Amount to be Utilized	Actual Amount Utilized	% of Utilization
KRA 1						
KRA 2						
KRA 3						
KRA 4						
Total						

2. Quarterly Accomplishment Report

KRA	Physical Accomplishment			Financial Accomplishment		
	List of Activity	STATUS (Accomplished/ Not Accomplished/ On-Going/ Rescheduled)	Remarks (Give Details regarding the status)	Amount to be Utilized (WFP)	Actual Amount Utilized	% of Utilization
KRA 1...						
KRA 2...						
KRA 3...						
KRA 4...						



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3. Summary of Issues Encountered and actions taken

Issues Encountered	Actions Taken

4. Summary of Facilitating Factors

Facilitating Factors

5. Summary of Hindering Factors

Hindering Factors



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