



Republic of the Philippines
Department of Education
Region VI-Western Visayas

SCHOOLS DIVISION OFFICE OF KABANKALAN CITY

Tayum St. City of Kabankalan
(034) 4712-003

MEMORANDUM

TO : Chiefs of CID & SGOD
Public School District Supervisors
All Others Concerned

FROM : *for.* **MA. LORLINIE M. ORTILLO, CESO VI**
MS
Schools Division Superintendent

SUBJECT : **SUBMISSION OF MONITORING, EVALUATION AND
ADJUSTMENTS (MEA) PRACTICES**

DATE : January 9, 2019

1. There will be presentation and sharing of MEA Practices among Schools Division Offices by the Quality Assurance Division in collaboration with the BEST Program on January 15-17, 2019.
2. Relative to this, each district shall submit their report on **MEA practices** using the attached guide to the M& E Unit of the SGOD for consolidation on or before **January 11, 2019**. Please email the soft copy of your report to jonalyn.delacerna@deped.gov.ph.
3. Widest dissemination and compliance of all concerned is desired.

REPORT ON MEA PRACTICES

I. Context and Problem

- **Describe the District and its situation before MEA was practiced. You may include the schools situation.**

II. Description of the Practice

- **Describe your MEA practice since the start to the present. Include the instances of application or utilization of the technology. Expansion to schools may also be included.**

III. Results Obtained

- **Describe the gains or benefits from the use of the technology and its contribution to decision making process, performance, achievement of targets. You may present MOVs of the changes that took place in the district and schools. Testimonials from the implementers may also be included.**

IV. Supporting Evidences

- **Present necessary evidences or proofs of activities undertaken**

V. Remarks/Lessons Learned

- **Describe the learnings, insights or realizations from the practice**

VI. Sustainability/Institutionalization Plan

- **Present/describe the District Plan about the MEA technology in the schools**