



Republic of the Philippines

Department of Education

Region X

DIVISION OF EL SALVADOR CITY

Zone 3, Poblacion, El Salvador City

Telefax No: (088) 555-0475/ Mobile No: +639199942421

Email address: elsalvador.city@deped.gov.ph

Website: depedelsalvadorcity.webs.com



DIVISION MEMORANDUM

No. 27 s, 2016

ROLL OUT OF MONITORING, EVALUATION, AND ADJUSTMENT (MEA) FOR SCHOOLS

To: PUBLIC SCHOOL HEADS and ICT COORDINATORS
All Others Concerned
This Division

1. In line with the Regional Memorandum No. 346, s. 2017 Re: MEA Roll Out, this office informs the field that the Division SMEA Roll out will be this coming September 11-14, 2017. COUNTRY VILLAGE HOTEL, CARMEN, CDO

2. The activity aims to

- Demonstrate understanding of the objectives, mechanics, processes, and requirements of the enhanced MEA Technology;
- Describe and demonstrate the usages of the Data Organizing and Collection, Data Validation, Analysis and Characterization; and
- apply various tools and technique in organizing, collecting, validating and analyzing Schools data on Key Performing Indicators (KPI) and other relevant information.

3. Participants from the Division shall include the Planning Officers, SEPS, ITO, Chief, PDO 2, Division ALS Coordinator, and ALS JEPS.

4. Invited resource speakers from other Divisions will also be considered.

5. For the regional office, the participants are the MEA 10 Team, QuAD, PPRD, FTAD and BEST representatives.

6. Accommodations, meals and snacks will be charged to HRTD funds while travelling expenses will be charged against local funds subject to existing accounting and auditing rules and regulations.

7. For your information and strict compliance.

ALLANG BARNAZO
Director IV/Concurrent SDS

SCHOOL MONITORING & EVALUATION AND ADJUSTMENT (SMEA)

TRAINING MATRIX

TIME	DAY 1	DAY 2	DAY 3	DAY 4
7:30-8:00 AM	Registration	MOL	MOL	MOL
8:00-8:30 AM	Opening Program	PRESENTATION OF OUTPUT 2	PARETO ANALYSIS And its Application	Presentation of Output 5
8:30-9:30 AM	DISCUSSION ON THE TEMPLATE GIVEN			
9:30-9:45 AM	BREAK TIME			
9:45-10:45 AM	WORKSHOP 1: COMPLETION OF THE TEMPLATE	FORECASTING LECTURETTE	SEGMENTATION	RAPID APPRAISAL
10:45-11:45 AM	PRESENTATION OF OUTPUT 1	WORKSHOP 3A: FORECASTING	WORKSHOP 4: SEGMENTATION	Review the Concept Of Dashboarding
11:45-12:00 AM	WRAP-UP			
12:00-1:00 PM	LUNCH BREAK			
1:00-2:00 PM	SMEA OVERVIEW	WORKSHOP 3B: FORECASTING	PRESENTATION OF OUTPUT 4	Workshop 6 Dashboard Finalization
2:00-3:00 PM	DASHBOARDING	PRESENTATION OF OUTPUT 3	Cont. of the presentation	Presentation of Output 6
3:00-3:15 PM	BREAK TIME			
3:15-4:45 PM	WORKSHOP 2: DASHBOARDS ON THE 5-YEAR DATA	Continuation of PRESENTATION OF OUTPUT 3	CHARACTERIZATION Lecturette Workshop 5	AGREEMENT CLOSING PROGRAM
4:45-5:00 PM	WRAP-UP			
				HOME SWEET HOME

Prepared by:

BALVE G. GRANIDO
Education Program Supervisor

Recommending Approval:

[Signature]
ROLLY B. LABIS

Chief-Schools Governance and Operation Division

Approved:

[Signature]
ALLAN G. FARNAZO
Director IV, Concurrent SDS