



Republic of the Philippines
Department of Education
REGION X – NORTHERN MINDANAO
SCHOOLS DIVISION OF EL SALVADOR CITY

Office of the Schools Division Superintendent

July 1, 2022

DIVISION MEMORANDUM

No. 282, s. 2022

**SECOND QUARTER DIVISION MONITORING, EVALUATION, AND
ADJUSTMENT (DMEA) FOR CY 2022**

To: Assistant Schools Division Superintendent
Division Chiefs
Section Heads
Education Program Supervisors
Planning Officer
Senior Education Program Specialists
Education Program Specialists
All Public Elementary & Secondary School Heads
This Division

1. To ensure effective and efficient monitoring, evaluation, and adjustment of the implementation of the different programs, activities, and projects, this Office, thru the School Governance and Operations Division (SGOD), will conduct the First Quarter Division Monitoring, Evaluation, and Adjustment on **Friday, July 15, 2022, @ 8:00 am - 5:00 pm**, at the 2nd floor, Diamond Building, Division Office, El Salvador City Division.
2. This activity aims to:
 - track the progress of the participation and performance of the learners;
 - assess the implementation of PAPs for both the Financial and the Physical aspects;
 - address bottlenecks, and barriers to the policies and programs in the schools; and
 - determine the needed policy and program adjustments to be undertaken by the DO to address performance gaps in ensuring continual improvements.

SGOD/smme



Address: Zone 3, Poblacion, El Salvador City
Website: www.depedelsalvadorcity.net
Tel. No. (088) 555-0475 | Email: elsalvador.city@deped.gov.ph



Republic of the Philippines
Department of Education
REGION X – NORTHERN MINDANAO
SCHOOLS DIVISION OF EL SALVADOR CITY

3. The focus Key Performance Indicators (KPIs) are the following:

a. QUALITY

- Comparative Learners Performance per Grade Level, per Learning Area, based on the CMMS Results
- Least Mastered MELCs per Subject Area per Grade Level
- Intervention/s for the Least Mastered Competencies

Note: Please use the Pareto Analysis for the Prioritization and Curriculum Support System (CSS) for the characterization of the learners' performance.

b. EFFICIENCY

- Graduation Rate (per Key Stage)
- Promotion Rate (per Key Stage)
- Learners enrolled in remedial class per Grade Level (specify the subject area/s and the characterization)
- Learners who are retained per Grade Level (Include Characterization)
- Dropout

c. GOVERNANCE

- Utilization of Funds (Issues and Concerns)

4. The School Heads are hereby directed to upload the presentation on or before **Wednesday, July 13, 2022**, thru this link <https://bit.ly/2ndDMEA2022> . Those schools who will not be able to submit on the said deadline shall not be allowed to present during the actual DMEA, however, they will be scheduled for a special presentation with the SDS and DFTAT members.

5. Each School Head is given a maximum of a **5-minute presentation** that will focus on the above-mentioned Key Performance Indicators (KPIs). There will be a **10-minute discussion** with the Reactors (DO Personnel) per presenter. Please follow the time allotment to ensure that each school is given sufficient time to present its report.

6. The data to be included in the presentation must be consistent with the uploaded data thru this DMEA Data Capture Form <https://bit.ly/2022DMEA2ndQuarter> and the two other links given

SGOD/smme



Address: Zone 3, Poblacion, El Salvador City
Website: www.depedelsalvadorcity.net
Tel. No. (088) 555-0475 | Email: elsalvador.city@deped.gov.ph



Republic of the Philippines
Department of Education
REGION X – NORTHERN MINDANAO
SCHOOLS DIVISION OF EL SALVADOR CITY

below. Further, all School Heads are hereby directed to verify the correctness of the data against the LIS and CMSS entries.

7. For the CSS Characterization, please accomplish the following links: Instructional Supervision Data Capture Form thru this link <https://bit.ly/InstructionalSupervisionDCF> and the CSS Characterization Framework thru this link <https://bit.ly/CSScharacterization> . The School Technical Assistance Provider from the Curriculum Implementation Division shall help facilitate the completion of the above-mentioned Data Capture Forms.
8. Attached is the schedule of the presentation together with the assigned reactors and documenters (Please see enclosure no.1 Sequence of the Presentation). *Those presenters, reactors, and documenters scheduled in the morning session shall only be required to report during the morning session while those presenters, reactors, and documenters scheduled in the afternoon shall only report in the afternoon session to maintain physical distancing.*
9. The virtual pre-work for the DMEA 2nd Quarter will be on **July 13, 2022, 2:00 - 4:00 pm**. All concerned are invited to attend to ensure efficient and effective conduct of the activity.
10. The meal expenses incurred during the conduct of this activity shall be chargeable against the Division Local Funds - MOOE.
11. Everyone is enjoined to observe health and safety protocols specified by the Inter-Agency Task Force (IATF).
12. This activity shall adhere to the Equal Opportunity Principle (EOP) wherein there is no discrimination on account of age, gender, identity, sexual orientation, civil status, disability, religion, ethnicity, or political affiliation.
13. For information, guidance, and strict compliance.


OLGA C. ALONSABE, PhD, CESO V
Schools Division Superintendent

To be included in the Perpetual Index:
DMEA 2nd Quarter CY 2022

SGOD/smme



Address: Zone 3, Poblacion, El Salvador City
Website: www.depedelsalvadorcity.net
Tel. No. (088) 555-0475 | Email: elsalvador.city@deped.gov.ph



Republic of the Philippines
Department of Education
REGION X – NORTHERN MINDANAO
SCHOOLS DIVISION OF EL SALVADOR CITY

Enclosure No. 1: Sequence of the Presentation:

TIME	PRESENTER	REACTOR	DOCUMENTER
8:30 – 8:35	Alternative Learning System	Manuel A. Janubas	Sinaloc Elem School
8:35 – 8:45		Kevin B. Asequia	
8:45 – 8:50	Himaya NHS	Marie Jade A. Cacayan, PhD	Molugan SHS
8:50 – 9:00		Nilo L. Lomongo	
9:00 – 9:05	SFDA Elem School	Marie Jade A. Cacayan, PhD	Taytay Elem School
9:05 – 9:15		Gladys Grace H. Cabeltes, MD	
9:15 – 9:20	Hinigdaan Elem School	Margie R. Valmoria, PhD	Sambulawan Elem School
9:20 – 9:30		Maricris P. Quismundo	
9:30 – 9:35	PSB Elem School	Roque R. Sabasaje	Cogon JHS
9:35 – 9:45		Merogim P. Mugot	
9:45 – 9:50	SFDA NHS	Marie Jade A. Cacayan, PhD	Sinaloc NHS
9:50 – 10:00		Gladys Grace H. Cabeltes, MD	
10:00 – 10:05	Molugan CS	Margie R. Valmoria, PhD	Alternative Learning System
10:05 – 10:15		Cecille Z. Khobuntin, RN	
10:15 – 10:25	Sinaloc Elem School	Grace P. Paculba	Himaya NHS
10:25 – 10:30		Merogim P. Mugot	
10:30 – 10:35	Molugan SHS	Anabelle M. Mamaclay, PhD	SFDA Elem School
10:35 – 10:45		Cecille Z. Khobuntin, RN	
10:45 – 10:50	Taytay Elem School	Roque R. Sabasaje	Hinigdaan Elem School
10:50 – 11:00		Franz Maybelle Gaid	

SGOD/smme



Address: Zone 3, Poblacion, El Salvador City
Website: www.depedelsalvadorcity.net
Tel. No. (088) 555-0475 | Email: elsalvador.city@deped.gov.ph



Republic of the Philippines
Department of Education
 REGION X – NORTHERN MINDANAO
 SCHOOLS DIVISION OF EL SALVADOR CITY

11:05 – 11:10 11:10 – 11:20	Sambulawan Elem School	Genevieve E. Lusterio, PhD Tonnie Mae M. Gonzales, RECE	PSB Elem School
11:20 – 11:25 11:25 – 11:35	Cogon JHS	Lina C. Bejiga, PhD Tonnie Mae M. Gonzales, RECE	SFDA NHS
11:35 – 11:40 11:40 – 11:50	Sinaloc NHS	Aster M. Gallega, PhD Kevin B. Asequia	Molugan CS
12:00 – 1:00	Lunch Break		
1:00 – 1:05 1:05 – 1:15	Kibonbon ES	Manuel A. Janubas Rolly B. Labis, EdD	MNHS - JHS
1:15 – 1:20 1:20 – 1:30	Hinigdaan JHS	Margie R. Valmoria, PhD Nilo L. Lomongo	Himaya ES
1:30 – 1:35 1:35 – 1:45	Ulaliman ES	Lina C. Bejiga, PhD Vanessa Prores L. Tiad, RN	Sambulawan NHS
1:45 – 1:50 1:50 – 2:00	Cogon SHS	Grace P. Paculba Dr. Nurus Sinna Sarah Alonto	Cogon Elem School
2:05 – 2:10 2:10 – 2:20	Hinigdaan SHS	Margie R. Valmoria, PhD Lina C. Bejiga, PhD Vanessa Prores L. Tiad, RN	ECNHS
2:20 – 2:25 2:25 – 2:35	ECCS	Anabelle M. Mamacay, PhD Karen Rose A. Serrania	Amoros ES
2:35 – 2:40 2:40 – 2:50	KaIS	Manuel A. Janubas Nilo L. Lomongo	Bolisong ES

SGOD/smme



Address: Zone 3, Poblacion, El Salvador City
 Website: www.depedelsalvadorcity.net
 Tel. No. (088) 555-0475 | Email: elsalvador.city@deped.gov.ph



Republic of the Philippines
Department of Education
REGION X – NORTHERN MINDANAO
SCHOOLS DIVISION OF EL SALVADOR CITY

2:50 – 2:55	MNHS - JHS	Anabelle M. Mamaclay, PhD Jurica Ethel Estrada	Kibonbon ES
2:55 – 3:05			
3:05 – 3:10	Himaya Elem ES	Roque R. Sabasaje Karen Rose A. Serrania	Hinigdaan NHS
3:10 – 3:20			
3:20 – 3:25	Sambulawan NHS	Genevieve E. Lusterio, PhD Dr. Nurus Sinna Sarah Alonto	Ulaliman ES
3:25 – 3:35			
3:35 – 3:40	Cogon Elem School	Lorna H. Estrosas, PhD Nishi M. Abratiguin	Cogon SHS
3:40 – 3:50			
3:50 – 3:55	ECNHS	Genevieve E. Lusterio, PhD Maricris P. Quismundo	Hinigdaan SHS
3:55 – 4:05			
4:05 – 4:10	Amoros ES	Aster M. Gallega, PhD Jurica Ethel Estrada	ECCS
4:10 – 4:20			
4:20 – 4:25	Bolisong ES	Lorna H. Estrosas, PhD Nishi M. Abratiguin	KaIS
4:25 – 4:35			

SGOD/smme



Address: Zone 3, Poblacion, El Salvador City
Website: www.depedelsalvadorcity.net
Tel. No. (088) 555-0475 | Email: elsalvador.city@deped.gov.ph



Republic of the Philippines
Department of Education
REGION X – NORTHERN MINDANAO
SCHOOLS DIVISION OF EL SALVADOR CITY

Enclosure No. 2 List of Participants

Participants	Quantity
1. OSDS: SDS, ASDS, and AO V	3
2. Chiefs: CID and SGOD	2
3. Public School District Supervisor	1
4. Education Program Supervisors	10
5. Division Budget Officer	1
6. Division Accountant	1
7. SGOD Personnel: Planning Officer, M&E SEPS, M&E EPS II, Medical Team, Division Engr, PDO 1, HRD SEPS, HRD EPS II, ADA VI	12
8. Elementary School (School Heads)	14
9. Integrated School (School Head)	1
10. Junior High School (School Heads)	8
11. Senior High School (School Heads)	2
12. ALS Education Program Specialist	1
13. Technical Working Group: Rodrigo Valmoria Eulita M. Castillo Jenice Mae N. Lolo Shena Marie Baculio	4
Total	60

SGOD/smme



Address: Zone 3, Poblacion, El Salvador City
Website: www.depedelsalvadorcity.net
Tel. No. (088) 555-0475 | Email: elsalvador.city@deped.gov.ph