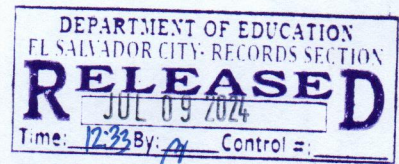




Republic of the Philippines
Department of Education
REGION X – NORTHERN MINDANAO
SCHOOLS DIVISION OF EL SALVADOR CITY



Office of the Schools Division Superintendent

July 5, 2024

DIVISION MEMORANDUM

No. 269, s. 2024

MONITORING AND PROVISION OF SUPPORT FOR THE NATIONAL LEARNING CAMP (NLC) AND END-OF-SCHOOL-YEAR BREAK ACTIVITIES

To: Assistant Schools Division Superintendent
Chief Education Supervisors, CID & SGOD
Education Program Supervisors
All Public Elementary & Secondary School Heads
All Others Concerned

1. Regarding Memorandum DM-OUCT-2024-097 titled Specific Guidelines on the Effective Implementation of the National Learning Camp and Other Activities for the 2024 End-of-School-Year (EOSY), dated April 15, 2024, this Office shall conduct monitoring and provision of technical assistance to schools on July 1-19, 2024.

2. Enclosed are the following for reference:

Enclosure 1: NLC & Other EOSY Break Activities Monitoring Checklist & Observations

Enclosure 2: Process Flow for the Monitoring of Daily Attendance

3. For the monitoring of attendance, Learning Camp Volunteers shall download and fill in the required data through https://bit.ly/NLC_AttendanceForms. The school head/ the NLC focal person/Non-Teaching Staff shall record the total daily attendance for each grade level, learning area, and Learning Camp using the school template for the week.

4. Education Program Supervisors shall closely monitor and provide technical assistance to their assigned Technical Assistance Focus School/s. Moreover, they are to ensure that the monitoring tools are accomplished with accuracy.

5. Transportation expenses of the monitors shall be charged against local funds subject to the usual accounting and auditing rules and regulations. This memorandum also serves as an Authority to Travel.






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SCHOOLS DIVISION OF EL SALVADOR CITY

6. Moreover, this Office adheres to the Equal Opportunity Principle (EOP) in observing all policies and protocol of the said activity. Hence, all actions shall be based solely on guidelines set with no discrimination on the account of age, gender, identity, sexual orientation, civil status, disability, religion, ethnicity, or political affiliation.

7. This Office directs the immediate and wide dissemination of this Memorandum.


RANDOLPH B. TORTOLA

Schools Division Superintendent

To be indicated in the **Perpetual Index**
Under the following subjects:

MONITORING AND EVALUATION
NLC & EOSY
TECHICAL ASSISTANCE

CID/NAA



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SCHOOLS DIVISION OF EL SALVADOR CITY

**NATIONAL LEARNING CAMP (NLC) & OTHER EOSY BREAK (EOSY) ACTIVITIES
MONITORING AND EVALUATION TOOL**

School: _____
School Head: _____
NLC Focal: _____

School ID No.: _____
Contact No.: _____
Contact No.: _____

ELEMENTARY LEVEL MONITORING & EVALUATION TOOL

PART I: NLC AND EOSY BREAK ACTIVITIES: PARTICIPATION AND PERFORMANCE METRICS

Instructions:

Please fill in the details for the participation and performance metrics on the National Learning Camp (NLC) and other End-of-School-Year (EOSY) Break activities. All data gathered will adhere to data privacy laws and be used exclusively for NLC and EOSY program purposes.

A. NLC Camp and End-Of-School-Year (EOSY) Break Activities Data

1. Enrolment Data

National Learning Camp	Number of Learners			End-Of-School-Year (EOSY) Break Activities	Number of Learners			
	G1	G2	G3		G4	G5	G6	TOTAL
Intervention				Remedial				
Consolidation				Enhancement				
Enhancement								



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Number of Learning Camp Volunteers							
Intervention				Remedial			
Consolidation				Enhancement			
Enhancement							

REMEDIAL CLASS	G1	G2	G3	G4	G5	G6	TOTAL
Other Learning Areas Except English, Science and Math (Specify)							

2. National Learning Camp & EOSY Activities Enrollment and Performance Metrics (To be accomplished 1 week after the implementation.)

NLC Enrollment (Consolidation & Intervention)		No. of Learners with Passing Grades (Intervention)			No. of Learners with Failing Grades (Intervention)			No. of Learners who obtained a Passing Grade (RFG) thru the NLC			Percentage of Learners who obtained a Passing Grade (RFG) thru the NLC		
											ENGLISH	MATH	SCIENCE
Grade Level	No. of Learners	ENGLISH	MATH	SCIENCE	ENGLISH	MATH	SCIENCE	ENGLISH	MATH	SCIENCE	ENGLISH	MATH	SCIENCE
G1													
G2													
G3													
Total													



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EOSY Activities (Remedial & Enhancement)		No. of Learners with Failing Grades					No. of Learners who obtained a Passing Grade (RFG) thru the EOSY Activities					Percentage of Learners who obtained a Passing Grade (RFG) thru the EOSY Activities						
																	Grade Level	No. Of Learners
G4																		
G5																		
G6																		
Total																		

PART II. EVALUATION CHECKLIST FOR NLC IMPLEMENTATION

Instructions: 1. Place a check mark (/) in the appropriate column for each indicator. 2. If necessary, write additional information under the "Remarks" column.			
Indicator	Evident	Not Evident	Remarks
A. Program Support/ Camp Preparation			
1. Conducted orientation of internal and external stakeholders on the conduct of NLC			
2. Displayed advocacy materials (Tarpaulin, flyers, leaflets, posters, social media announcements)			
3. Generated support from stakeholders (LGU, parents, alumni, CSOs, NGOs)			
4. Conducted CRLA, RMA, NLC Assessments			
5. Appendix A of Annex 2: Expression of Intent			
6. Appendix B of Annex 2: List of Interested Learning Camp Volunteers (LCVs)			



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7. Appendix C of Annex 2: Volunteer Engagement Agreement			
8. Appendix D of annex 2: Registry of Learning Camp Volunteers			
9. Annex 3-A: Names of Recommended Learners, for NLC, per Camp (Grades 1-3)			
Annex 3-C: School Consolidation Data on the total number of NLC Learners			
B. Support for Teachers (Conducted the following:)			
1. Capacity Building for Teachers			
2. Collaborative Expertise Sessions			
3. Support for teachers from partners (Meals, teaching materials, etc.)			
C. Instructional Materials (Reproduced the following:)			
1. Lesson Plan for Grade 1			
2. Lesson Plan for Grade 2			
3. Lesson Plan for Grade 3			
D. Learning Resources & Engagement Activities			
1. Worksheet for Grade 1			
2. Worksheet for Grade 2			
3. Worksheet for Grade 3			
4. Fun-filled Educational Activities			
5. Support for learners from partners (meals, school supplies, etc.)			



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PART III. EVALUATION CHECKLIST FOR EOSY ACTIVITIES

Instructions: Place a check mark (/) in the appropriate column for each indicator. If necessary, write additional information under the "Remarks" column.			
Indicator	Evident	Not Evident	Remarks
A. Program Support			
1. Conducted orientation of internal and external stakeholders on the conduct of EOSY Break Activities			
2. Generated support from stakeholders (LGU, parents, alumni, CSOs, NGOs)			
B. Support for Teachers (Conducted the following:)			
1. Orientation for Teachers			
2. Collaborative Expertise/ LAC Sessions			
3. Support for teachers from partners (meals, teaching materials, etc.)			
C. Instructional Materials			
1. Developed School-based learning resources			
2. Contextualized learning materials			
D. Learner Engagement Activities			
Support for learners from partners (meals, school supplies, etc.)			



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PART IV. CHALLENGES IN THE IMPLEMENTATION OF NLC

CHALLENGES/ ISSUES/PROBLEMS /GAPS	ACTIONS TAKEN	REMARKS/RESULTS



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PART V: TECHNICAL ASSISTANCE (TA) NEEDED

AREAS OF CONCERNS	TA NEEDED FROM CO/RO/SDO



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Best Practices (Please attach photos.):

Suggestions/ Recommendations for the improvement of NLC and Other EOSY Break Activities:

Monitored by:

Date:

Conformed:

School Head



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**NATIONAL LEARNING CAMP (NLC) & OTHER EOSY BREAK (EOSY) ACTIVITIES
MONITORING AND EVALUATION TOOL**

School: _____
School Head: _____
NLC Focal: _____

School ID No.: _____
Contact No.: _____
Contact No.: _____

SECONDARY LEVEL MONITORING & EVALUATION TOOL

PART I: NLC AND EOSY BREAK ACTIVITIES: PARTICIPATION AND PERFORMANCE METRICS

Instructions:

Please fill in the details for the participation and performance metrics on the National Learning Camp (NLC) and other End-of-School-Year (EOSY) Break activities. All data gathered will adhere to data privacy laws and be used exclusively for NLC and EOSY program purposes.

B. NLC Camp and End-Of-School-Year (EOSY) Break Activities Data

1. Enrolment Data

National Learning Camp	Number of Learners					End-Of-School-Year (EOSY) Break Activities	Number of Learners		
	G7	G8	G9	G10	TOTAL		G11	G12	TOTAL
Intervention						Remedial			
Consolidation						Enhancement			
Enhancement									



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Number of Learning Camp Volunteers										
Intervention						Remedial				
Consolidation						Enhancement				
Enhancement										

REMEDIAL CLASS	G7	G8	G9	G10	G11	G12	TOTAL
Other Learning Areas Except English, Science and Math (Specify)							

3. National Learning Camp & EOSY Activities Enrollment and Performance Metrics (To be accomplished 1 week after the implementation.)

NLC Enrollment (Consolidation & Intervention)		No. of Learners with Passing Grades (Intervention)			No. of Learners with Failing Grades (Intervention)			No. of Learners who obtained a Passing Grade (RFG) thru the NLC			Percentage of Learners who obtained a Passing Grade (RFG) thru the NLC		
											ENGLISH	MATH	SCIENCE
Grade Level	No. of Learners	ENGLISH	MATH	SCIENCE	ENGLISH	MATH	SCIENCE	ENGLISH	MATH	SCIENCE	ENGLISH	MATH	SCIENCE
G7													
G8													
G9													
G10													
Total													

EOSY Activities (Remedial & Enhancement)		No. of Learners with Failing Grades					No. of Learners who obtained a Passing Grade (RFG) thru the EOSY Activities					Percentage of Learners who obtained a Passing Grade (RFG) thru the EOSY Activities				
												AP	EPP	EsP	Fil	MAPEH
Grade Level	No. Of Learners	AP	EPP	EsP	Fil	MAPEH	AP	EPP	EsP	Fil	MAPEH	AP	EPP	EsP	Fil	MAPEH



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G11																				
G12																				
Total																				

PART II. EVALUATION CHECKLIST FOR NLC IMPLEMENTATION

Instructions: Place a check mark (/) in the appropriate column for each indicator. If necessary, write additional information under the “Remarks” column.			
Indicator	Evident	Not Evident	Remarks
A. Program Support/ Camp Preparation			
1. Conducted orientation of internal and external stakeholders on the conduct of NLC			
2. Displayed advocacy materials (Tarpaulin, flyers, leaflets, posters, social media announcements)			
3. Generated support from stakeholders (LGU, parents, alumni, CSOs, NGOs)			
4. Conducted CRLA, RMA, NLC Assessments			
5. Appendix A of Annex 2: Expression of Intent			
6. Appendix B of Annex 2: List of Interested Learning Camp Volunteers (LCVs)			
7. Appendix C of Annex 2: Volunteer Engagement Agreement			
8. Appendix D of annex 2: Registry of Learning Camp Volunteers			
9. Annex 3-B: Names of Recommended Learners, for NLC, per - Camp (Grades 7-10)			
Annex 3-C: School Consolidation Data on the total number of NLC Learners			
B. Support for Teachers (Conducted the following:)			



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1. Capacity Building for Teachers			
2. Collaborative Expertise Sessions			
3. Support for teachers from partners (Meals, teaching materials, etc.)			
C. Instructional Materials (Reproduced the following:)			
1. Lesson Plan for Grade 7			
2. Lesson Plan for Grade 8			
3. Lesson Plan for Grade 9			
4. Lesson Plan for Grade 10			
D. Learner Engagement Activities			
1. Fun-filled Educational Activities			
2. Support for learners from partners (meals, school supplies, etc.)			



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PART III. EVALUATION CHECKLIST FOR EOSY ACTIVITIES

Instructions:

Place a check mark (/) in the appropriate column for each indicator. If necessary, write additional information under the “Remarks” column.

Indicator	Evident	Not Evident	Remarks
A. Program Support			
1. Conducted orientation of internal and external stakeholders on the conduct of EOSY Break Activities			
2. Generated support from stakeholders (LGU, parents, alumni, CSOs, NGOs)			
B. Support for Teachers (Conducted the following:)			
1. Orientation for Teachers			
2. Collaborative Expertise/ LAC Sessions			
3. Support for teachers from partners (meals, teaching materials, etc.)			
C. Instructional Materials			
1. Developed School-based learning resources			
2. Contextualized learning materials			
D. Learner Engagement Activities			
1. Generated support for learners from partners (meals, school supplies, etc.)			
2. Conducted fun-filled activities			



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PART IV. CHALLENGES IN THE IMPLEMENTATION OF NLC

CHALLENGES/ ISSUES/PROBLEMS /GAPS	ACTIONS TAKEN	REMARKS/RESULTS



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PART V: TECHNICAL ASSISTANCE (TA) NEEDED

AREAS OF CONCERNS	TA NEEDED FROM CO/RO/SDO



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Best Practices (Please attach photos.):

Suggestions/ Recommendations for the improvement of NLC and Other EOSY Break Activities:

Monitored by:

Date: _____

Conformed:

School Head



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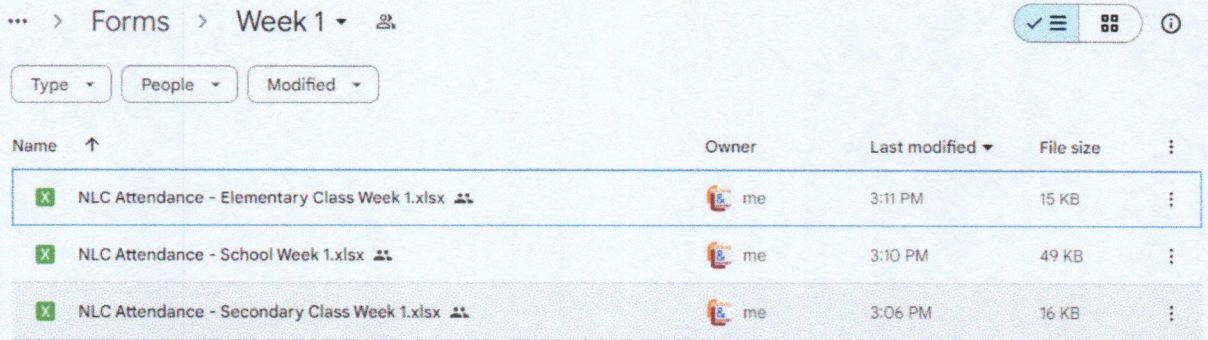
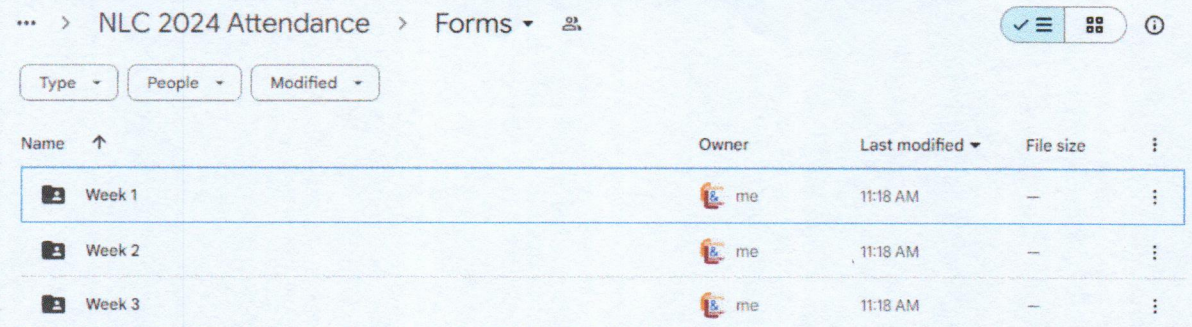


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Annex A

FOR LEARNING CAMP VOLUNTEERS (LCVs)

- Download the attendance forms from https://bit.ly/NLC_AttendanceForms.



- Input the names of the learners in the required format in the attendance sheet. Use separate attendance sheet for each camp that you teach.
- Complete the attendance sheet for each class daily.

1																					
2	School Name	e.g. Indang National High School																			
3	School ID:	e.g. 301201																			
4	LCV Teacher Name:	e.g. Mark Anthony F. Papa																			
5	Grade Level	e.g. 1																			
6	Total number of learner in Class:	e.g. 30																			
7	Class Name	e.g. G1 Class																			
8																					
9																					
10																					
11	#	Name (Last Name, First Name, M.I.)	LRN	Reading									Mathematics								
12				Intervention			Consolidation			Enhancement			Intervention			Consolidation			Enhancement		
13				Day 1	Day 2	Day 3	Day 1	Day 2	Day 3	Day 1	Day 2	Day 3	Day 1	Day 2	Day 3	Day 1	Day 2	Day 3	Day 1	Day 2	Day 3
14	e.g.	Delo Cruz, Juan T.	123456789012	1	1	1															

- Remember to fill out one Learning Camp per Class only to get the total number of learners present per class.

- Save your file using the following file name convention:
File name convention



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Include the following without spaces

- a. School ID Number
- b. Learning area code: R for Reading or E for English or M for Mathematics or S for Science)
- c. Grade level (1,2,3,7,8,9 or 10)
- d. Camp Level code (I or C or E)
- e. Class Number e.g., C14

Example

301201E1CC1

5. Accomplished attendance sheets to the School Head/ NLC Focal Person/Non-Teaching Staff assigned. You may submit the digital attendance sheets by email or use a USB drive or submit hard copies.



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Annex B

FOR SCHOOL HEADS/NLC FOCAL PERSON/NON-TEACHING STAFF

1. At the school level, the school head/ the NLC focal person/Non-Teaching Staff gathers all accomplished attendance sheets from all grade levels and learning areas.
2. Record the total daily attendance for each grade level, learning area and Learning Camp using the school template for the week. Add additional rows if needed. The total attendance numbers will be automatically calculated and shown in the last row of the table.

School Name:	Indang National High School
School ID:	301201
Week:	1

Grad

Class	Number of Learners	English									Mathematics									Science					
		Intervention			Consolidation			Enhancement			Intervention			Consolidation			Enhancement			Consolidation		Enhancement			
		Day 1	Day 2	Day 3	Day 1	Day 2	Day 3	Day 1	Day 2	Day 3	Day 1	Day 2	Day 3	Day 1	Day 2	Day 3	Day 1	Day 2	Day 3						
6/8 Class	30																								

3. Open the url for weekly attendance sheets and fill out the required information.

The image shows a digital form titled "National Learning Camp Attendance - Day 1". The form has a header with a colorful illustration of trees and the text "NATIONAL LEARNING CAMP". Below the header, the title "National Learning Camp Attendance - Day 1" is displayed in large, bold letters. A welcome message reads: "Welcome to the National Learning Camp! Please complete this form to record your attendance at your chosen camp session. Your responses will help us track participation and improve future events." At the bottom of the form, there is a user email address "bld.tld@deped.gov.ph" with a "Switch account" link, a "Not shared" status, and a "Next" button. A "Clear form" button is located in the bottom right corner.



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***Use DepEd Email Only**

****Responses can be changed after being submitted**

4. Upload the compilation and consolidated attendance weekly to a Google Drive or MS OneDrive and share the URL for viewing.

Compilation of Attendance

Please upload the compilation of attendance, on a Google Drive or MS OneDrive and Share the URL for viewing.

Please attach the URL of the Shared Google Drive or OneDrive here *

Your answer

5. Click Submit to Finish

Thank you for your cooperation



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Annex C

Please use the URLs below:

Attendance Form:

https://bit.ly/NLC_AttendanceForms

Online Daily Attendance:

Day 1: <https://bit.ly/NLC2024Day1>

Day 2: <https://bit.ly/NLC2024Day2>

Day 3: <https://bit.ly/NLC2024Day3>

Day 4: <https://bit.ly/NLC2024Day4>

Day 5: <https://bit.ly/NLC2024Day5>

Day 6: <https://bit.ly/NLC2024Day6>

Day 7: <https://bit.ly/NLC2024Day7>

Day 8: <https://bit.ly/NLC2024Day8>

Day 9: <https://bit.ly/NLC2024Day9>