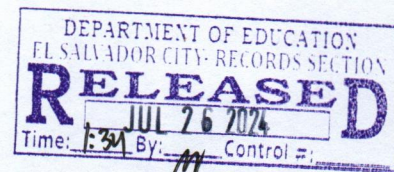




Republic of the Philippines
Department of Education
REGION X – NORTHERN MINDANAO
SCHOOLS DIVISION OF EL SALVADOR CITY



Office of the Schools Division Superintendent


July 25, 2024

DIVISION MEMORANDUM
No. 283, s. 2024

**UPDATES REGARDING DIVISION MEMORANDUM NO. 261, S. 2024
(MONITORING OF THE OPENING OF CLASSES FOR SY 2024-2025)**

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Education Program Supervisors
School Heads
All Others Concerned
This Division

- Regarding the monitoring of the opening of classes from July 29 to August, the following are the updates and clarifications:
 - the non-teaching personnel shall only attend the First Monday Convocation and shall no longer conduct monitoring of classes.
 - Education Program Supervisors shall monitor the opening of classes from July 29 to August 2, conduct head count of learners, and accomplish the monitoring and evaluation report. The said report shall be submitted on or before August 9.
 - Emelie G. Yubuco** shall attend the First Monday Convocation at Sinaloc Elementary School and Sinaloc National High School instead of Melanie M. Ligutom.
- All other provisions of the Memorandum remain the same.
- 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 of Classes

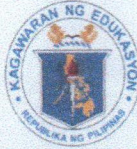
CID/NAA



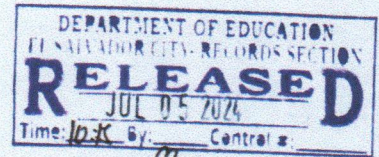
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Republic of the Philippines
Department of Education
 REGION X – NORTHERN MINDANAO
 SCHOOLS DIVISION OF EL SALVADOR CITY



Office of the Schools Division Superintendent

July 3, 2024

DIVISION MEMORANDUM

No. 261, s. 2024

MONITORING OF THE OPENING OF CLASSES FOR SY 2024-2025

To: **Asst. Schools Division Superintendent**
Chief CID, SGOD
Education Program Supervisors
Section Heads
All Public Elementary & Secondary School Heads
All Others Concerned
 This Division

1. Pursuant to the MATATAG Agenda of ensuring the effective and efficient implementation of the curriculum standards and competencies and to give support to teachers for them to teach better, this office will monitor the opening of classes on July 29 to August 2 in all public and private elementary and secondary schools.

1. The activity aims to:
 - a. evaluate the school readiness;
 - b. identify areas for improvement; and
 - c. provide technical assistance.

2. On the first day of the school year on July 29, the identified division officials shall attend the Flag Raising Ceremony and welcome the teachers, learners, and education stakeholders. The school assignment is indicated below:

Name	School Assignment
Ninian A. Alcasid	Molugan National High School
Rolly B. Labis	Molugan Central School
Esmael V. Malaco, Jr.	Cogon National High School
Lorna H. Estrosas	Hinigdaan National High School
Lina C. Bejiga	San Francisco Elementary School San Francisco National High School
Marie Jade A. Cacayan	Kibonbon Elementary School
Felanie Marie A. Lim	Ulaliman Elementary School
Cheriemy D. Generol	Hinigdaan Elementary School
Genevieve E. Lusterio	Cogon Elementary School
Anabelle M. Mamaclay	Himaya National High School



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SCHOOLS DIVISION OF EL SALVADOR CITY

Kevin S. Asequia	Himaya Elementary School
Melanie L. Ligutom	Sinaloc Elementary School Sinaloc National High School
Roque R. Sabasaje	Sambulawan National High School
Glenn John O. Isiderio	Sambulawan Elementary School
Margie R. Valmoria	Pedro Sa Baculio Elementary School
Marilou Y. Descallar	El Salvador City Central School
Analyn G. Fabria	Bolisong Elementary School
Maricris P. Quismundo	Kalabaylabay Integrated School
Karen Rose A. Serrania	Amoros Elementary School
Jurica Ethel L. Estrada	Taytay Elementary School
Jeffrey M. Martinez	El Salvador City NHS
Alan T. Saculigan	Badiangon Elementary School

3. Education Program Supervisors shall closely monitor their assigned Technical Assistance Focus School/s. Moreover, they are to ensure that the monitoring tools are accomplished with accuracy.
4. 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 Authority to Travel.
5. Herewith is the monitoring tool and the electronic data capture form through <https://bit.ly/3Pd6V95>.
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
A

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

MONITORING AND EVALUATION OPENING OF CLASSES

CID/NAA



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

School: _____
Name of Principal: _____

MONITORING TOOL

I. Profile of Schools

A. Elementary Level

Size of Schools	Number of Learners (BOSY Enrolment)
Small (less than 500)	
Medium (500-1,500)	
Large (more than 1,500)	

B. Secondary Level

Size of Schools	Number of Learners (BOSY Enrolment)
Small (less than 500)	
Medium (500-1,500)	
Large (more than 1,500)	

C. Number of Sections by Grade Level (Elementary)

Grade Level & Section	Number of Section	Class Size	Number of Shifting of Classes (if Applicable)
Kindergarten			
Grade 1			
Grade 2			
Grade 3			
Grade 4			
Grade 5			
Grade 6			



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Department of Education
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SCHOOLS DIVISION OF EL SALVADOR CITY

D. Number of Sections by Grade Level (Secondary)

Grade Level & Section	Number of Section	Class Size	Number of Shifting of Classes (if Applicable)
Grade 7			
Grade 8			
Grade 9			
Grade 10			
Grade 11			
Grade 12			





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

E. Number of Learners per Section (Based on Head Count)

Elementary Level

Grade Level	Number of Learners		Total
	Male	Female	
Kindergarten			
Grade 1			
Grade 2			
Grade 3			
Grade 4			
Grade 5			
Grade 6			
Total			





Republic of the Philippines
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SCHOOLS DIVISION OF EL SALVADOR CITY
Secondary Level

Grade Level	Number of Learners		Total
	Male	Female	
Grade 7			
Grade 8			
Grade 9			
Grade 10			
Grade 11			
Grade 12			
Total			





Republic of the Philippines
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SCHOOLS DIVISION OF EL SALVADOR CITY

II. Profile of SPED

SPED Curriculum	Male	Female	Total
Districts with SPED Center			
Schools with SPED Classes			
Total Number of Enrolment			
Mentally Challenged			
Hearing Impaired			
Visually Impaired			
Number of Teachers Trained			
Number of Untrained Teachers			

III. Profile Kindergarten

Kindergarten	Total
Number of Classes	
Number of Teachers	
KRP	
KVP	
Number of KRP/KVP w/ classrooms	
Number of KRP/KVP w/o classrooms	
Number of Materials Received	
Number of Teachers Trained	
Number of Untrained Teachers	



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SCHOOLS DIVISION OF EL SALVADOR CITY

VIII. Concerns, Issues, Gaps, and Problems (CIGPs) Met in the Opening of Classes

Areas of Concern	CIGPs	Interventions	Technical Assistance Needed

Prepared by:

Name and Signature of EPS/TAP