



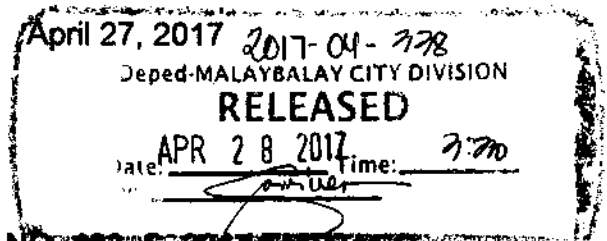
Republic of the Philippines  
Department of Education  
Region X – Northern Mindanao  
**DIVISION OF MALAYBALAY CITY**  
Purok 6, Casisang, Malaybalay City



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**DIVISION MEMORANDUM**

No. 225 s. 2017



**DISSEMINATION OF REGION MEMORANDUM NO. 183, S. 2017 ENTITLED  
REINFORCEMENT OF PROVISIONARY GUIDELINES ON THE  
CONDUCT OF SUMMER CLASSES FOR SY 2016 - 2017**

**TO: Chief Education Supervisors, CID and SGOD  
Education Program Supervisors/Specialists/Division Coordinators  
Public Schools District Supervisors  
Public Elementary and Secondary School Heads  
All Others Concerned  
This Division**

1. For information and guidance of all concerned, this Office hereby disseminates the herein Region Memorandum No. 183, s. 2017 entitled "Reinforcement of Provisionary Guidelines on the Conduct of Summer Classes for SY 2016 – 2017 and its attachment Memorandum DM-C1-2017 dated April 7, 2017 from the Undersecretary for Curriculum and Instruction Dina S. Ocampo re: Conduct of Summer Classes for SY 2016 – 2017.
2. Attention is invited on paragraphs 2 and 3 of the attachment which detail the provisional guidelines particularly on the process of assessment, grading system and daily time allotment per subject area anchored on DepED Order No. 8, s. 2015.
3. Paragraph 3 reiterates the authority, accountability and responsibility of the School Heads being an instructional leader to monitor the classes; perform instructional supervision and provide technical assistance to ensure that delivery of instruction is compliant to the aforementioned issuance.

4. It is required that all elementary and secondary schools which hold summer classes shall submit to this Office a report using a unified template (Enclosure No.1) on or before June 07, 2017, Attn: Jasmin J. Adriatico, Education Program Supervisor.
5. For strict compliance and wide dissemination.



**EDILBERTO L. OPLENARIA, CESO VI**  
OIC - Schools Division Superintendent

Encl.:

As stated

Copy Furnished:

Record's Unit

**TO BE POSTED IN THE DIVISION WEBSITE**

**1. CONSOLIDATED REPORT ON THE CONDUCT OF 2017 SUMMER CLASSES**

**For Elementary Schools**

Name of School/District: \_\_\_\_\_ Grade Level: \_\_\_\_\_

Learning Area (List down all the learning areas)	No. of learners with one or two failing FINAL GRADES	No. of learners with one or two failing FINAL GRADES who take summer classes	After the conduct of Summer classes how many learners with one or two failing FINAL GRADES obtain the Recomputed Final Grade (RFG) of at least 75 or higher	After the conduct of Summer classes how many learners with one or two failing FINAL GRADES retained in the grade level (RFG is still below 75)	Reasons of obtaining an RFG of 74 and below

Prepared by: \_\_\_\_\_ Noted by: \_\_\_\_\_  
 Teacher/Grade Level Chairman School Head

**For Junior and Senior High Schools**

Name of School: \_\_\_\_\_ Learning Area: \_\_\_\_\_

Grade Level	No. of learners with one or two failing FINAL GRADES	No. of learners with one or two failing FINAL GRADES who take summer classes	After the conduct of Summer classes how many learners with one or two failing FINAL GRADES obtain the Recomputed Final Grade (RFG) of at least 75 or higher	After the conduct of Summer classes how many learners with one or two failing FINAL GRADES retained in the grade level (RFG is still below 75)	Reasons of obtaining an RFG of 74 and below

Prepared by: \_\_\_\_\_ Noted by: \_\_\_\_\_  
 Department Head School Head

*Note: The teacher of the summer class through the School Head will submit to this Office the Certificate of Recomputed Final Grade of each learner, noted by the School Head for attachment to both the Form No. 137 and the School Form 5.*

**2. REPORT ON THE NAME OF TEACHERS WHO CONDUCTED SUMMER CLASSES AND THE NUMBER OF HOURS RENDERED**

Name of Teacher	Learning Area	No. of hours allotted per learning area per day	Total no. of days rendered

Certified true and Correct: \_\_\_\_\_  
 School Head

*Note: Paragraph 4 of the attached DepED Order No. 13, s. 2005 shall be complied with if the teacher requests for the grant of service credits equivalent to the number of days rendered.*



Republic of the Philippines  
Department of Education  
**REGION X – NORTHERN MINDANAO**  
*Zone 1 Upper Babulung*  
*Cagayan de Oro City*

Telephone No.: (088) 881-7072, 820-7071; email: region10@deped.gov.ph

**Tayo**  
PARA SA  
EDUKASYON

April 16, 2017  
**DepEd-X**  
Cagayan de Oro City

**REGION MEMORANDUM**

No. 183 s. 2017

2 APR 2017  
2989

**RELEASED**

**REINFORCEMENT OF PROVISIONARY GUIDELINES ON THE CONDUCT  
OF SUMMER CLASSES FOR SY 2016-2017**

To: Schools Division Superintendents  
Public Schools District Supervisors  
Public Elementary and Secondary School Heads  
All Others Concerned  
*This Region*

1. With reference to Memorandum DM-CI-2017 entitled Conduct of Summer Classes for SY 2016-2017, all schools are directed to strictly adhere to the provisions stated in DepEd Order No. 13, s. 2005 entitled *2005 BEC-Based Summer Classes*.
2. The aforementioned issuance is also supplemented with provisional guidelines found in the attachment.
3. It is reiterated that all school heads should strictly monitor classes and ensure that processes of formative and summative assessments as contained in DO 8, s. 2015 are applied by teachers handling the class. Moreover, school heads should perform instructional supervision and provide technical assistance to ensure that delivery of instruction is compliant to DepEd Order No. 8, s. 2015 entitled Policy Guidelines on Classroom Assessment for the K to 12 Basic Education Program.
4. Enclosed are guidelines which should take effect immediately.
5. For strict compliance and wide dissemination.

*ALLAN G. FARNAZO*  
**ALLAN G. FARNAZO**  
Director IV

Encl.: As stated

References:

DO 13, s. 2005 BEC-Based Summer Classes

DO 8, s. 2015 - Policy Guidelines on Classroom Assessment for the K to 12 Basic Education Program

CLMD Angie

**Sa K to 12 may pagbabago, Sa Rehiyon Diyes mga mag-aaral ay panalo!**

12-APR-2017 10:19

P. 01



Republic of the Philippines  
**Department of Education**  
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*Undersecretary for Curriculum and Instruction*

**DepED-X**  
Cagayan de Oro City

DM-CI-2017-

**MEMORANDUM**

12 APR 2017  
**RECEIVED**

**To :** Regional Directors  
ARMEDepEd Secretary

**From :** **DINA S. OCAMPO**  
Undersecretary

**Subject :** **Conduct of Summer Classes for SY 2016-2017**

**Date :** April 7, 2017

1. For the conduct of summer classes for SY 2016-2017, the provisions under DepEd Order No. 13, s. 2005 entitled 2005 BEC-Based Summer Classes shall still apply.

2. However, this Office hereby issues the following provisional guidelines to supplement the abovementioned DepEd issuance:

1.1 Only those learners in public schools with one or two failing **FINAL GRADES** at the end of the school year in any of the learning areas shall be allowed to attend summer classes.

1.2 Summer classes shall start on April 17, 2017 and end on May 31, 2017 as per DepEd Order No. 23, s. 2016 entitled *School Calendar for School Year SY 2016-2017*.

1.3 Learners who will take summer classes should undergo the same process of assessment (formative and summative). They are expected to obtain a Recomputed Final Grade (RFG) of at least 75 or higher before being promoted to the next grade level. However, learners will be retained in the grade level if their RFG is below 75. As Per DepEd Order No. 8, s. 2015, the **AVERAGE** of the Final Grade and the Remedial Class Mark (RCM) is the RFG.

The teacher of the summer class submits the Certificate of Recomputed Final Grade, which is noted by the school head, to the Division Office for attachment to both the Form No. 137 and the school Form No. 5. The teacher is advised to use the Certificate of Recomputed Final Grade found in page 18 of DepEd Order No. 8, s. 2015.



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**Department of Education**  
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*Undersecretary for Curriculum and Instruction*

3. The daily time allotment of the following subject areas from Monday to Friday is as follows:

Subject Area	Grades 1 to 6	Grades 7 to 10
Filipino	4 Hours	4 Hours
English	4 Hours	4 Hours
Science	4 Hours	4 Hours
Mathematics	4 Hours	4 Hours
Araling Panlipunan	3 Hours	3 Hours
EPP/TLE	4 Hours	4 Hours
MAPEH	3 Hours	4 Hours
EsP	3 Hours	3 Hours

However, in the case of Senior High School, 2 hours is allotted for any learning area per day for 2016-2017 Summer Class.

4. For inquiries, please contact the Bureau of Learning Delivery (BLD) at telephone numbers (02) 833-9347 or (02) 637-4346.

5. Immediate dissemination of this Memorandum is desired.

**References:**

D.O. No. 8, s. 2015 – Policy Guidelines on Classroom Assessment for the K to 12 Basic Education Program

D.O. No. 9, s. 2015 – School Calendar for School Year (SY) 2015-2016

D.O. No. 31, s. 2012 – Policy Guidelines on the Implementation of Grades 1 to 12 of the K to 12 Basic Education Curriculum (BEC) Effective School Year 2012-2013

D.O. No. 13, s. 2005 – 2005 BEC-Based Summer Classes



APR 18 2005

DepED ORDER  
No. 13, s. 2005

2005 BEC-BASED SUMMER CLASSES

To: Regional Directors  
Schools Division/City Superintendents  
Heads, Public and Private Secondary Schools

1. The Summer Classes based on the Basic Education Curriculum (BEC) shall be held six (6) weeks inclusive of Saturdays between April 19, 2005 and May 28, 2005 per DepED Order No. 11, s. 2003. Private schools may deviate from this schedule provided that they notify their respective Regional Offices in advance.

2. Teachers shall administer a diagnostic test to identify the students' development areas as basis for the preparation of remedial lessons. The objective shall be to build on students' prior knowledge and enable them to attain satisfactory mastery of the learning competencies.

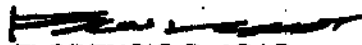
3. The daily sessions for the subjects that shall be offered under the Summer Program shall be based on the following time allotment:

English	- 3 hours	AP	- 2.5 hours	EP IV	- 1.5 hours
Filipino	- 2.5 hours	TLE	- 2.5 hours		
Mathematics	- 3 hours	MAPEH	- 2.5 hours		
Science	- 3.5 hours	EP III	- 1.0 hours		

4. The implementing guidelines of the BEC-based Summer Classes are enclosed. For more clarification, please contact Ms. Corazon L. Echano, Supervising Education Program Specialist, CDD, Bureau of Secondary Education, tel. nos. (02) 632-1361 to 71 local 2062, 2063, 2064; telefax nos. (02) 632-7746 or 632-7586.

5. Gross violation of the guidelines shall be sufficient cause for cancellation of permit and denial of future request to operate summer classes. All rules and regulations inconsistent with this Order are hereby rescinded.

6. Strict compliance with this Order is directed.

  
FLORENCIO B. ABAD  
Secretary

Encl.: As stated  
Reference: DepED Orders: Nos. 11, s. 2003 and 20, s. 2004  
Allotment: 1--(D.O. 50-97)  
To be indicated in the Perpetual Index  
under the following subjects:

CLASSES

POLICY

SECONDARY EDUCATION

(Enclosure to DepED Order No. 13, s. 2005)

**IMPLEMENTING GUIDELINES OF THE 2005 BEC SUMMER CLASSES**

1. The application to operate summer classes shall be submitted to the Regional Office (RD) through the Division Office (DO) not later than second week of April preceding the summer term. The Regional Director (RD) shall approve the application based on the result of the evaluation by the DO. Permission to hold summer classes shall be issued only for the term applied for.
2. Request from secondary schools to operate summer classes shall include the following:
  - 2.1 Approved PTA Resolution requesting the conduct of summer classes and stating the amount of fees the PTA will contribute for each student (if honorarium shall be granted to teachers who will handle the classes). The PTA shall be in-charge of the collection of the fees for teachers' honoraria and shall be responsible in the disbursement and liquidation of the amount collected.
  - 2.2 Tentative list of subjects to be offered based on the report of failures and schedule of classes submitted by the School Head/Administrator.
  - 2.3 List of students who will take up summer classes
  - 2.4 Written consent of the parents whose children will attend summer classes
  - 2.5 List of teachers who have intention to teach summer classes
3. Summer classes shall be offered to the following students only:
  - 3.1 Graduating students who failed to complete the requirements in, at most two (2) subject areas, in order to graduate in May.
  - 3.2 Students who failed to complete the requirements in at most two (2) subject areas in order to be classified as a regular student in the curriculum year of the secondary education program, following the summer term.
4. Public school teachers who will handle summer classes shall earn service credits equivalent to the number of days rendered. If honorarium shall be given, no service credits shall be granted.
  - 4.1 The number of service credits due to a teacher who handles summer classes shall be equal to the number of days of actual service rendered, i.e., number of hours of actual teaching divided by 8 hours.
  - 4.2 Request for the grant of service credits shall be made with the Office of the RD duly supported by the following documents:
    - 4.2.1 Daily Time Records of the teachers
    - 4.2.2 Report of Accomplishment of each teacher



**4.2.3 Approved request for vacation services**

**4.3 Teachers shall handle summer classes in their areas of specialization only.**

**5. The Schools Division Superintendents (SDS) shall monitor and evaluate the conduct of summer classes. Monitoring and supervision reports shall be submitted to the RD not later than fifteen (15) days after the last day of classes.**

**6. The School Head shall submit to the RO through the DO, a report on the conduct of the summer classes including performance of students not later than fifteen (15) days from the last day of classes.**