



DEPARTMENT OF EDUCATION
Region X- Northern Mindanao
DIVISION OF MALAYBALAY CITY
Purok 6, Casisang, Malaybalay City

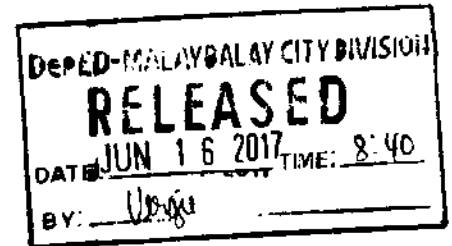


Telefax: (0880 or 088) 221-4597 email: depedmlbcity@yahoo.com

MEMORANDUM

TO:

GRETCHEN V. CATANE, LPT	- EPS II-ALS
ETHYL JANE B. LUSSIER, LPT	- EPS II-ALS
WENDY O. EGOY, LPT	- ALS Coordinator
EVERNOLD BERIAL, LPT	- Principal I
LOREGEN A. MONTEFALCON, LPT	- ICT Coordinator
EDNA MAY M. ENCABO, LPT	- T-I
SUSAN S. OLANA, PhD	-SSP-IV
IRMA LEE D. VELEZ, LPT	- ICT Coordinator
DINDO GABALES, LPT	- SST-I
NORMA MANUBAG, LPT	- DALSC
NANCYLYNN TAGAILO, LPT	- ALS Mobile Teacher
NOEL TAN NERY, LPT	- PSDS



1. Pursuant to the Regional Memorandum No. 259 s. 2017 dated June 1, 2017 re Pilot Implementation for the Conduct of School Monitoring, Evaluation and Adjustment (SMEA), you are hereby advised to attend the said activity on June 20-23, 2017 at Malberry Suites and Business Hotel, Osmeña Street, Cagayan de Oro City.
2. Travel expenses and other incidental expenses shall be charged to local funds while supplies and materials is chargeable to regional funds subject to existing accounting and auditing rules and regulations. Meals, snacks and accommodation shall be charged to BEST Funds.
3. For compliance.


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

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TO BE POSTED IN THE DIVISION WEBSITE

File Copy



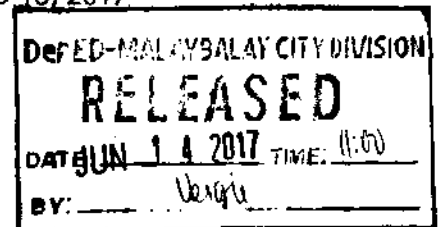
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Region X- Northern Mindanao
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Purok 6, Casisang, Malaybalay City



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June 13, 2017

TRAVEL ORDER
No. 485 2017



To:

- | | |
|------------------------------------|----------------------|
| GRETCHEN V. CATANE, LPT | - EPS II- ALS |
| ETHYL JANE B. LUSSIER, LPT | - EPS II- ALS |
| WENDY O. EGOY, LPT | - ALS Coordinator |
| EVERNOLD BERAL, LPT | - Principal I |
| LOREGEN A. MONTEFALCON, LPT | - ICT Coordinator |
| EDNA MAY M. ENCABO, LPT | - T-I |
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| IRMA LEE D. VELEZ, LPT | - ICT Coordinator |
| DINDO GABALES, LPT | - SST-I |
| NORMA MANUBAG, LPT | - DALSC |
| NANCYLYNN TAGAILO, LPT | - ALS Mobile Teacher |
| NOEL TAN NERY, LPT | - PSDS |

Station : Division of Malaybalay City

Departure : June 19, 2017

Return : June 23, 2017

Destination : Mallbery Suites and Business Hotel, Cagayan de Oro City

Purpose: To attend the Pilot Implementation for the Conduct of School Monitoring, Evaluation and Adjustment (SMEA)

Remarks: Travel is official.

Approved:


EDILBERTO I. OPLENARIA, LPT, CESO VI
OIC-Schools Division Superintendent



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF EDUCATION
REGION X

Zone 1, Upper Balulang, Cagayan de Oro City
Telephone No.: (088) 880-7072, 880-7071 Telefax: (08821) 71-26-51 Website: depedreg10.net

Tayo
PARA SA
EDUKASYON
DepEd-X
Cagayan de Oro City

June 1, 2017

06 JUN 2017

REGION MEMORANDUM
No. 259 s. 2017

RELEASED

**PILOT IMPLEMENTATION FOR THE CONDUCT OF SCHOOL
MONITORING, EVALUATION AND ADJUSTMENT
(SMEA)**

To: Schools Division Superintendents
All Others Concerned
This Region

1. To strengthen continuous improvement in providing basic education to our learners, DepEd Regional Office 10, in collaboration with Cardno-BEST, will hold a Pilot Implementation for the Conduct of School Monitoring, Evaluation and Adjustment (SMEA) on June 20-23, 2017 at Malberry Suites and Business Hotel, Osmeña Street, Cagayan de Oro City.

2. The activity aims to:

- a. demonstrate understanding of the objectives, mechanics, processes and requirements of the enhanced MEA Technology;
- b. describe and demonstrate the usages of the Data Organizing and Collection, Data Validation, Analysis and Characterization;
- c. apply various tools and techniques in organizing, collecting, validating and analyzing Schools data on Key Performing Indicators (KPI) and other relevant information; and
- d. implement School MEA conference of the select schools of the 14 divisions of this region.

3. The participants of the activity are Public Elementary and Secondary School Heads, Public Schools District Supervisor, Education Program Supervisor (for small divisions), School ICT Coordinator, Public Elementary and Secondary School Teachers, District ALS Coordinator (DALSC), ALS Mobile Teacher, MEA 10 Facilitators' Team, Chief Education Supervisors with one (1) Educational Program Supervisor (EPS) of QUAD, PPRD and FTAD. The names should be submitted through email at borgpels@gmail.com (on or before June 1, 2017).

4. The participants are required to bring the following:



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Tayo
PARA SA
EDUKASYON

- a. Five-year Data on Enrolment, Dropout Rate, Number of Dropouts, NAT Results by Subject and NAT Least Mastered Competencies by subject area
 - b. Data on learner's distance from home to school
 - c. Data on Pupils/Students at Risk of Dropping Out (P/SARDOs) by Gender for SY 2016-2017
 - d. Causes of Dropout & P/SARDOs
 - e. Reading Result by Grade Level by Gender (English & Filipino)
 - f. School MOOE Allocation & Utilization for FY 2016 (SBFP, BUB-Gulayan sa Paaralan, SPED, STS Partnership)
 - g. APP for SY 2016-2017 & SIP
 - h. Laptop and extension cord
 - i. Other significant data related to KPIs/SIP
5. Enclosed are the distribution of participants by division, training matrix, names of speakers/facilitators and registration form for reference.
6. Travel and other incidental expenses of participants shall be charged against local funds while supplies and materials is chargeable to regional funds subject to existing accounting and auditing rules and regulations. Meals, snacks, and accommodation shall be charged to BRST Funds.
7. The first meal to be served is breakfast on June 20, 2017 while PM snacks will be served last on June 23, 2017. Accommodation shall be provided on June 19, 2017.
8. Facilitators, trainers and working committees are expected to be at the venue on Day 0, June 19, 2017, 2:00 PM for a meeting.
9. For inquiries, please contact Reinante Noel N. Pelagio, EPS, QuAD at 09209581846 or email at bongpels@gmail.com.
10. Immediate and wide dissemination of this Memorandum is desired.

ALLAN B. BARRAZO
Director IV

Encls.: As stated

To be indicated in the Perpetual Index under the following subjects:
PROGRAM MEA SCHOOL

QuAD/Noel

Sa K to 12 may pagbabago, Sa Rehiyon Diyos mga mag-aaral ay parati!



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REGION X

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Enclosure No. 2 to Region Memorandum No. 259, s. 2017)

**Pilot Implementation for the Conduct of School Monitoring, Evaluation
and Adjustment (SMEA)
Training Matrix**

Day 0 June 19, 2017	2:00 - 5:00 PM	Pre-Work Activity	Facilitator/BEST/QUAD/PPRD
Day 1 (June 20, 2017)	8:00 - 9:00 AM	Preliminaries	Team D
		National Anthem	AVP
		Invocation	AVP
		Welcome Message	Allan L. Mansaldez, Chief, PPRD
		Presentation of Participants	XXXXXXXXXX
		Statement of Purpose	Rogelio C. Evangelista, Chief, QUAD
		Message	Allan G. Farnaz, Director IV
			XXXXXXXXXX
	9:00 - 10:00 AM	Session 1: M&E Overview	Blue R. dela Cerna / Sheri Love M. Aguiran
	10:00 - 10:15 AM	Health Break	
	10:16 - 11:00 AM	Session 2: Data Organizing Overview	El June S. Abucay / Edwin L. Gamrot
	11:00 AM - 12:00 NN	Session 3: Dashboard	Elsan C. Jamerol / Day T. Macario / Renel Jay A. Guinto
	12:00 NN - 1:00 PM	LUNCH	
	1:00 - 2:00 PM	Workshop: Dashboard	
2:00 - 3:00 PM	Presentation of Output: Dashboard		
3:00 - 4:00 PM	Session 4: Forecasting (4 Methods)/Targeting	Danny Asio / Ivy T. Junawan / Florderick Velarde	
4:00 - 5:00 PM	Workshop: Forecasting/Targeting		
5:00 - 6:00 PM	Presentation of Output: Forecasting/Targeting		
		OFFICERS OF THE DAY: Overseer- QuAD assisted by PPRD Attendance - Joel Potane	



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		MOL - Gretchen Y. Galano/Elly Jane B. Luster Synergizer - Sheri Love Aguiman		
	6:00 - 6:30 PM	Post Conference	MEA 10 Team	
Day 2 (June 21, 2017)	8:00 AM - 8:30 AM	Preliminaries	Sheri Love M. Aguiman/ Balve G. Granido	
		Checking of Attendance Management of Learning		
	8:30 - 10:00 AM	Session 5: Segmentation	Balve G. Granido /Donesio L. Liwagón Jr.	
	10:00 - 10:15 AM	Health Break		
	10:15 - 11:15 AM	Workshop: Segmentation		
	11:15 - 12:00 NN	Presentation of Output: Segmentation		
	12:00 NN - 1:00 PM	LUNCH		
	1:00 - 2:00 PM	Session 6: Prioritization (Pareto Analysis)	Eli June S. Abucay/Barrothy Neri/Edwin L. Gamora/Erning P. Pollescas)	
	2:00 - 3:00 PM	Workshop: Pareto Analysis		
	3:00 - 3:15 PM	Health Break		
3:15 - 4:00 PM	Workshop: Pareto Analysis			
4:00 - 5:00 PM	Presentation of Output: Pareto Analysis			
		OFFICERS OF THE DAY: Overseer- QuAD assisted by PPRD Attendance - Ivy T. Jumawan MOL - Eri C. Villagonzalo Orange Group Synergizer - [REDACTED] [REDACTED]		
	5:00 - 5:30 PM	Post Conference	MEA 10 Team	
	6:00 PM onwards	Socials Theme: Shades of Gray Group Presentations The Voice Dance Showdown Stars of the Night		
Day 3	8:00 - 8:30 AM	Preliminaries		
		Checking of Attendance		
		Management of Learning		

Sa K to 12 may pagbabago, Sa Rehiyon Dtyes mgs mag-aral ay panalo!



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(June 22, 2017)	8:30 – 10:00 AM	Session 7: Characterization, SWOT Analysis, Targeting	Erl C. Villagonzalo/Joel D. Potane
	10:00 – 10:15 AM	Health Break	
	10:15 -12:00 NN	Session 8: Rapid Appraisal	Joel T. Aclao/ Joie M. Aviles/John Brian S. Salvana
	12:00 NN – 1:00 PM	LUNCH	
	1:00 – 3:00 PM	Workshop: Characterization, SWOT Analysis	Erl C. Villagonzalo/Joel D. Potane
	3:00 – 3:15 PM	Health Break	
	3:15 – 5:00 PM	Presentation of Output: Characterization, SWOT Analysis	Erl C. Villagonzalo/Joel D. Potane
		OFFICERS OF THE DAY: Overseer- QUAD assisted by PPRD Attendance – Balve G. Granido Roselyn M. Lato MOL – Dorothy Neri Blue Group Synergizer – Dionasio L. Liwagon Jr. Sheri Love M. Aguiran	
	5:00 – 5:30 PM	Post Conference	MEA 10 Team
Day 4 (June 23, 2017)	8:00 AM – 8:30 AM	Preliminaries	
		Checking of Attendance	
		Management of Learning	
	8:30 – 9:30 AM	Session 9: SMEA Technology	Roselyn M. Lato /Philip T. Perez
	9:30 – 11:30 AM	Session 10: Actual MEA	Gretchen V. Cofane/ Ethyl Jane B. Ustier
	11:30 – 12:00 NN	Cliniquing	MEA 10 Team
	12:00 NN – 1:00 PM	LUNCH	
	1:00 – 3:00 PM	Simulation/Presentation of Output: Dashboard to Characterization	
	3:00 – 3:15 PM	Health Break	
3:15 – 4:15 PM	Session 11: Next Steps Planning	Erl C. Villagonzalo/ Joel T. Aclao/ Joie M. Aviles/ John Brian S. Salvana/ Joel D. Potane/ Dionasio L. Liwagon Jr.	
4:15 – 5:00 PM	Closing Program		



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	Preliminaries	
	Message	Allan G. Ramago, Director IV
	Impression	Participants (1 SH, 1 PSDS, and 1 Teacher)
	Input	Atty. Neil Christian Villagonzalo
	Distribution of Certificates	QUAD
	OFFICERS OF THE DAY: Overseer- QUAD/PPRD Attendance - Joje M. Aviles John Brian S. Salvaña MOL - Joel T. Actao/ Red Group Synergizer - Joel D. Potane	MEDICAL TEAM: Vida Suganob, MD Sunday Matthew Borad, RN

DUTIES AND RESPONSIBILITIES	
1. OVERSEER	Manages the overall operation of the activity.
2. SECRETARIAT	Ensures that all participants have signed the attendance sheet. Issues Pass Slips to participants who will go out of the venue.
3. MOL IN-CHARGE	Facilitates the conduct of Management of Learning (recap, SLDD)
4. TRAINING CONSULTANT	Provides TA to the team. Facilitates the conduct of post conference.
5. DOCUMENTER	Consolidates outputs (collects soft copy of all outputs and presentations) for compilation. Posts checklists of outputs submitted. Takes pictures and play daily video presentations.



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Enclosure No. 3 to Region Memorandum No. 2591, s. 2017)

**Pilot Implementation for the Conduct of School Monitoring, Evaluation
and Adjustment (SMEA)
Speakers/Facilitators**

Day	Session	Speakers/Facilitators
1st Day (June 20, 2017)	Session 1: M&E Overview	Blue R. Dela Cerna Sheri Love M. Aguiman
	Session 2: Data Organizing Overview	El June S. Abucay Edwin L. Gamorot
	Session 3: Dashboard	Elson C. Jamero Daryl T. Macario Renel Jay A. Quiñt
	Session 4: Forecasting (4 Methods)/Targeting	Danny Asio Ivy T. Jumawan Florderick Velarde
2nd Day (June 21, 2017)	Session 5: Segmentation	Balve G. Granido Dionesio L. Liwagón Jr.
	Session 6: Prioritization (Pareto Analysis)	El June S. Abucay Dorothy Neri Edwin L. Gamorot Emma P. Pollescas
3rd Day (June 22, 2017)	Session 7: Characterization, SWOT Analysis	Erl C. Villagonzalo Joel D. Potane
	Session 8: Rapid Appraisal	Joel T. Actao Jojie M. Aviles John Brian S. Salvafia
4th Day (June 23, 2017)	Session 9: SMEA Technology	Rosalyn M. Late Philip T. Perez
	Session 10: Actual MEA	Gertrude V. Colane Ethyl Jane B. Lussier
	Session 11: Next Steps Planning	Erl C. Villagonzalo Joel T. Actao Jojie M. Aviles John Brian S. Salvafia Joel D. Potane