



Department of Education
Region X- Northern Mindanao
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DIVISION MEMORANDUM

No. 212 s. 2015

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DIVISION OF MALAYBALAY CITY CIVIL
RELEASED
Date: JUN 26 2015 Time: 3:28
Veraple [Signature]

**To : Division Education Program Supervisors/Coordinators
Public Schools District Supervisors
Secondary School Heads
This Division**

Jusplona
From : EDILBERTO L. OPLENARIA, CESO IV
Schools Division Superintendent

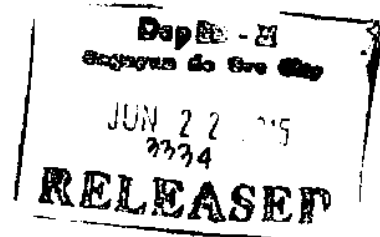
Date : June 26, 2015

**Re : DISSEMINATION OF UNNUMBERED REGIONAL MEMORANDUM
RE: BEGINNING OF THE SCHOOL YEAR (BOSY) LEARNER
INFORMATION SYSTEM (LIS) DATA FOR SCHOOL YEAR 2015-2016**

1. For the information and guidance of all concerned, this Office hereby disseminates the herein attached Unnumbered Regional Memorandum data June 22, 2015 re: Beginning of the School Year (BOSY) Learner Information System (LIS) data for School Year 2015-2016, which is self-explanatory.
2. Widest dissemination and preferential attention is recommended.



Republic of the Philippines
Department of Education
REGION X-NORTHERN MINDANAO
Fr. Mastersons Avenue
Zone I, Upper Balulang, Cagayan de Oro City



MEMORANDUM

To : **Schools Division Superintendents
Assistant Schools Division Superintendents
This Region**

From : *Shirley O. Chatto*
ATTY. SHIRLEY O. CHATTO
OIC-Regional Director

Date : June 22, 2015

Subject : **Beginning of the School Year (BOSY) Learner Information System (LIS)
Data for School Year 2015-2016**

1. In line with the initiative to provide accurate and up to date information of learners, all public, private schools and ALS Community Learning Centers are directed to comply the learner profiles for Beginning of School Year (BOSY) 2015-2016 through the Learner Information System (LIS) online facility.
2. The Schools Division Superintendents (SDSs) through the Planning & Research Section shall jointly provide technical assistance to the schools to ensure timeliness, accuracy and completeness of submitted data.
3. Class advisers, District ALS Coordinators, ALS Mobile Teachers and ALS Facilitators must ensure that all of the learners in their respective sections/sessions must be encoded in the system.
4. School heads and District ALS Coordinators are tasked to validate the submissions of the class advisers/facilitators before finalization of submission to the LIS online facility to ensure that data submitted is accurate and complete.
5. Division should prioritize in giving technical assistance to schools with large enrolment and schools without or with limited access to computer.
6. To ensure full compliance on the provision of BOSY Data on LIS among schools, all Schools Division Offices (SDO) are strongly advised to direct their Education Program Supervisor In-Charge in ALS and Private Schools, Senior Education Program Specialist for Planning & Research, Education Program Specialist II for ALS, Division ITO/Division ICT Coordinator, Division Planning Officer to conduct

the Orientation-Workshop within the week of June 29-July 10, 2015 to comply the Beginning of the School Year (BOSY) data.

7. To meet the LIS target schedules, Public Schools District Supervisors should include in their priorities in monitoring the compliance of the schools on LIS for this information is critical for generating performance indicators for SY 2015-2016.
8. Enclosed is the schedule of activities.
9. Immediate dissemination and strict compliance of this memo is directed.



Republic of the Philippines
 Department of Education
REGION X-NORTHERN MINDANAO
 Fr. Mastersons Avenue
 Zone 1, Upper Balulang, Cagayan de Oro City



**Public, Private and ALS School Data
 Collection Activities**

| Region | |
|--|-----------------------|
| Activity | Target Date |
| Create Profile for Newly Established Schools | May, 2015 |
| Update school profile (integrated, annexes) | June 2015 |
| Generate Beginning of SY Regional Performance Indicators and Reports | September, 2015 |
| Monitor data submission and provide technical assistance to Division Offices | June-August, 2015 |
| Division | |
| Orientation-Workshop on the BOSY Data in the LIS for Public, Private and ALS | June 29-July 10, 2015 |
| Monitor data submission and provide technical assistance to schools & CLCs | June-August, 2015 |
| Generate Beginning of SY Division Performance Indicators and Reports | September, 2015 |
| Create/update Profile for ALS Facilitators at beginning of year | January-June 2015 |
| School | |
| Cutoff date for reporting annual enrollment | June 5, 2015 |
| Encoding of the enrollment data in the LIS | June 29, 2015 |
| Deadline for the encoding of the enrollment data in the LIS | August 7, 2015 |
| Summarize learner data by school and post enrolment in EBEIS | August 17, 2015 |
| Schools prepare GESP/GSSP/ PSP & encode non-enrolment data | July 1, 2015 |
| Encode & finalize GESP/GSSP/ PSP | August 21, 2015 |
| Generate Beginning of SY Performance Indicators | September, 2015 |
| ALS Facilitators encode learner and CLC data | June-October, 2015 |