



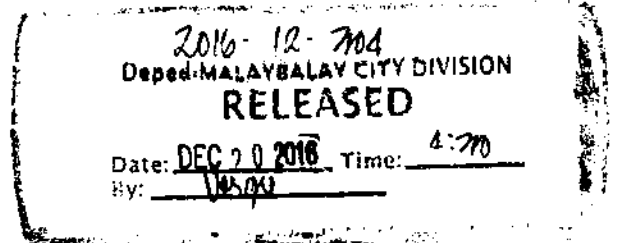
DEPARTMENT OF EDUCATION
Region X- Northern Mindanao
DIVISION OF MALAYBALAY CITY
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DIVISION MEMORANDUM

No. 688 S. 2016



**TO: Public Schools District Supervisors
Elementary School Heads
SLRC Coordinators
All Others Concerned
This Division**

**FROM:  EDILBERTO L. OPLENARIA, CESO VI
Schools Division Superintendent**

**SUBJECT: SUBMISSION OF REPORTS ON INVENTORY OF LEARNERS'
MATERIALS FOR KINDERGARTEN AND MULTIGRADE**

DATE: December 20, 2016

- 1. Pursuant to Regional Memorandum No. 340, S. 2016 re *Profiling of Kindergarten, Special Education (SPED) and Multigrade Education Teachers*, all Elementary School Heads are directed to conduct an Inventory of Learners' Materials for Kindergarten and Multigrade using the attached template.**
- 2. The inventory reports must be submitted on or before December 22, 2016 to the Learning Resource Management Section through the email address purisimajainaryap@gmail.com. Hard copy of the said reports shall be submitted on or before January 3, 2017, Attention: Purisima J. Yap, EPS-LRMDS.**
- 3. Strict compliance of this Memorandum is enjoined.**

Enclosure

Inventory of Learners' Materials for Kindergarten and Multigrade

School ID: _____

Name of School: _____

A. KINDERGARTEN

Learners' Materials	Date of Acquisition	Amount (how much it costs during the time of purchase)	Fund Source	Condition (usable/not usable)

B. MULTIGRADE

Learners' Materials	Date of Acquisition	Amount (how much it costs during the time of purchase)	Fund Source	Condition (usable/not usable)

Prepared by:

School Head



December 7, 2016
Cagayan de Oro City

REGIONAL MEMORANDUM

No. 340 s. 2016

09:00 AM
8541
RELEASED

**PROFILING OF KINDERGARTEN, SPECIAL EDUCATION (SPED) AND
MULTIGRADE EDUCATION TEACHERS**

To: Schools Division Superintendents
This Region

1. Pursuant to Republic Act No. 9155, otherwise known as the Governance of Basic Education Act of 2001, Section 7. Powers, Duties and Functions, B. regional Level (8) Determining the organization component of the divisions and districts and approving the proposed staffing pattern of all employees in the divisions and districts, the schools division offices (SDOs) shall submit the Profile of Kindergarten, Special Education (SPED) and Multigrade Education teachers.
2. In view of its mandate, the Regional Office aims to provide relevant, responsive and timely technical assistance to the schools division offices (SDOs). Hence the data shall be used to determine purposive intervention to increase the quality of the delivery of instruction.
3. The schools division offices shall submit the profile of kindergarten, special education and multigrade teachers using the attached template to the Curriculum and Learning Management Division (CLMD) through email address comdep@deped.gov.ph on or before January 6, 2017.
4. Strict compliance is enjoined.


ALLAN G. FARNAZO
Director IV

Enclosure No 1 to Regional Memorandum No. 340, s. 2016

a. List of SPED and Kindergarten teachers for SY 2016-2017; *Miss Gamutin*

Division	School ID	Name of School	Name of School Head	Contact Number	Area (Kindergarten, SPED)	Name of Teacher	Position	No. of Years in Service	Educational Attainment	
									Bachelor's Degree	Graduate Studies

b. SPED and Kindergarten enrolment for the last 5 years; *Ms - Secan*

Division	School	Category (Kindergarten, SPED)	2011-2012			2012-2013			2013-2014			2014-2015			2015-2016			2016-2017		
			M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T

c. Inventory of Learners' Materials for Kindergarten and Multigrade *o/o Yap*

Division	School ID	Name of School	Learner's Material	Date of Acquisition	Amount (how much it costs during the time of purchase)	Fund Source	Condition (usable/not usable)

d. List of Schools with Multigrade Classes and Teachers *o/o Ms. Reyes*

Division	School ID	Name of School	Name of School Head	Contact Number	Name of MG Teachers	Position	Grade Level Handled	No. of Years in Service	Educational Attainment	
									Bachelor's Degree	Graduate Studies

e. Multigrade Education 2014 Accomplishment Report *o/o Ms. Reyes*

Encls. As stated

CLMD/end