



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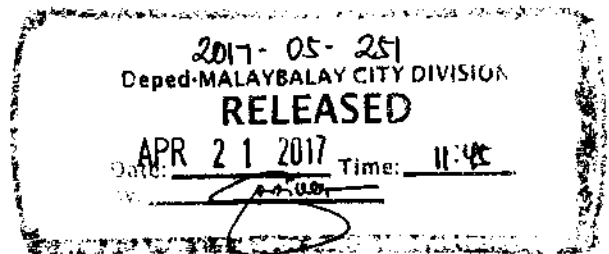
DIVISION MEMORANDUM

No. 212, s. 2017

TO : Chief Education Supervisors & Staff-- SGOD & CID
Public Elementary and Secondary School Heads
All Others Concerned

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

DATE : April 20, 2017



SUBJECT : **DISSEMINATION OF DEPED REGION MEMORANDUM NO. 178, s. 2017 RE: GUIDELINES ON SCHOOL READINESS FOR THE OPENING OF CLASSES FOR SCHOOL YEAR 2017-2018**

1. Pursuant to DepEd Region Memorandum no. 178, s. 2017 re: **Guidelines on School Readiness for the Opening of Classes for School Year 2017-2018**, this Office hereby directs all public elementary and secondary School Heads to strengthen their capacity to provide better learning environment and to bring all school-aged children to school.
2. Two weeks before the opening of school year 2017-2018, Regional Office personnel will be deployed to monitor the adherence of all schools on this Memorandum.
3. Attached are the guidelines for reference.
4. Immediate and wide dissemination of this Memorandum is desired.

Enclosed: As stated
Copy furnished: Records Section

TO BE POSTED IN THE WEBSITE



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF EDUCATION
REGION X

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Tayo
PARA SA
EDUKASYON

DepED-X
Cagayan de Oro City
April 11, 2017

19 APR 2017

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RELEASED

REGION MEMORANDUM

No. 178, s. 2017

**GUIDELINES ON SCHOOL READINESS FOR THE OPENING
OF CLASSES FOR SCHOOL YEAR 2017-2018**

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

1. In support to the Strategic Direction of DepEd-Region 10 anchored on the 10-Point Agenda of Secretary Leonor Magtolis Briones is to start the school year right with the implementation of guidelines in the opening of the school year 2017-2018.
2. Pursuant to the mandate of education in increasing access and quality education, all schools are hereby directed to strengthen their capacity to provide better learning environment and to bring all school-aged children to school.
3. Two weeks before the opening of school year 2017-2018, Regional Office personnel shall be deployed to monitor the readiness of all schools. Division and district offices shall provide technical assistance and monitoring on the adherence of schools to this Memorandum.
4. Attached are the guidelines for reference.
5. Immediate and wide dissemination of this Memorandum is desired.


ALLAN G. FARNAZO
Director IV

Encls.: As stated

Reference: RM No. 15, s. 2013

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

CURRICULUM SCHOOL CLASSROOM

ELM/che/

GUIDELINES ON SCHOOL READINESS

A. Classroom Structuring

All schools are directed to observe Regional Memorandum No. 15, s. 2013 re Classroom Structuring.

B. Learning Resources

On top of the teacher's table are the following:

1. Curriculum Guide (CG) and Teacher's Guide (TG)
2. Learning Resource Materials (LRMs)
3. Inventory of references in all learning areas

C. List of Pupils/Students

Outside the room entrance is the list of learners in that room. Automatic enrollment and tracking mechanism is encouraged by adopting the following:

1. Automatic Enrolment of Kindergarten learners to Grade 1 to Grade 6 including Inclusive Education learners (SPED, ALS, ADM, IPED, MEP)
2. Automatic referral of Grade 6 Graduates to Grade 7 and Grade 10 completers to Grade 11 including learners with special needs and passers of Basic Literacy to A and E
3. Automatic Enrolment of Grade 7 learners to Grade 10 and Grade 11 learners to Grade 12 including learners with special needs and passers of Elementary A and E
4. Automatic referral of grade 10 completers including learners with special needs and passers of secondary A and E to Senior High School

D. School Face-Lifting

This considers the following:

- Mowed grasses
- Robust plants all around
- Painted buildings and fences
- Unblemished school signage

E. Senior High School

All Senior High Schools are advised to have the following:

1. Media blitz
2. SHS jingles on air within the school if not over the radio
3. Tarpaulin on school offerings
4. Info center or info desk
5. Industry mapping

F. New Philippine Flag

All schools are directed to hang unfaded Philippine Flag.

G. Updated Profile of Teachers

This shall be placed in tarpaulin near the school to provide direction to learners of their class advisers.

H. Other Concerns

1. **Compliance to DO 42, s. 2016** re Policy Guidelines on Daily Lesson Preparation for the K to 12 Basic Education.
2. **Classroom consultation** with specific time approved by the school head shall be included in the class program for teacher's meetings/conferences with parents.
3. Division Supervisors, Public Schools District Supervisors & school heads must have a copy of the **budget of work of the K to 12 Curriculum by learning areas and by grade level from first to fourth quarters** of the school year to ensure provision of effective and efficient instructional supervision.
4. **School calendar for SY 2017-2018** must be strictly complied with. School heads shall prepare remedial and make-up class mechanism in case of disruption of classes for consolidation by the schools division offices and submission to Regional Office on or before May 15, 2017.
5. **Automatic turn-over** of learners' school records and portfolio from kindergarten teacher to the succeeding grade level teacher including inclusive education teacher (SPED, ALS, ADM, IPED, MEP) is encouraged.
6. **Immediate submission of Report/Updates** including damaged assessment on Learning Resources due to crisis situation.
7. **Schedules of Learning Action Cell (LAC)** and implementation plan
8. **M and E** of Division Offices on the cascading of trainings conducted in the RO and CO to the school level.
9. **Utilization of off-line, on-line Learning Resources** to facilitate the need of resource materials
10. **Implementation of Alternative Delivery Mode (ADM), Alternative Learning System, Special Education (SPED), Muslim Education and IP Education** as included in the Mission of DepEd.