

2020-18665



Republic of the Philippines  
**Department of Education**  
REGION X - NORTHERN MINDANAO  
DIVISION OF MALAYBALAY CITY

DM-2020-09-321  
DEPED MALAYBALAY CITY DIVISION  
RELEASED  
DATE: 03 2020  
BY: [Signature]

**DIVISION MEMORANDUM**

No. 321, s. 2020

**TO:** Assistant Schools Division Superintendent  
Chief Education Supervisors, CID and SGOD  
Public Elementary and Secondary School Heads

**FROM:** **VICTORIA V. GAZO, PhD, CESO V**  
Schools Division Superintendent

**DATE:** September 3, 2020

**SUBJECT: DIVISION DRY RUN OF THE BASIC LEARNING CONTINUITY PLANS (BE LCP'S) OF SCHOOLS IN LIGHT OF THE COVID-19 PUBLIC HEALTH EMERGENCY**

1. In adherence to Regional Memorandum No. 314, s. 2020, this Office hereby enjoins the field to participate in the Division Dry Run of the Basic Learning Continuity Plans (BE LCP's) of Schools in Light of the COVID-19 Public Health Emergency of ALL schools, except for those who participated in the first round, between September 7 to 18, 2020.
2. This Dry Run will be an avenue to simulate the Distance Learning Delivery Mode. It is suggested that the schools will utilize one (1) section per grade level, and in all learning areas to last for five (5) days except Saturdays and Sundays to cover the whole process that includes the distribution and retrieval of Learning Modules.
3. Further, the Dry Run will be validated and monitored as scheduled by the assigned TEAMS utilizing the provided templates attached hereto. Validating Teams are also required to submit complied forms for analysis and for feedback giving through the office of the Chief, Education Supervisor-CID on or before **September 25, 2020**.
4. Queries relative to this can be relayed to **RALPH T. QUIROG**, Chief, Education Supervisor- CID through **0917-881-8176**.



Address: Sayre Hi-way, Purok 6, Casisang, Malaybalay City  
Telefax No.: 088-314-0094; Telephone No.: 088-813-1246  
Email Address: [malaybalay.city@deped.gov.ph](mailto:malaybalay.city@deped.gov.ph)



Republic of the Philippines  
**Department of Education**  
REGION X - NORTHERN MINDANAO  
DIVISION OF MALAYBALAY CITY

**ATTACHMENT 1**

**LIST OF SELECT SCHOOLS and SCHEDULE OF THE DRY RUN**

<b>DISTRICT</b>	<b>SCHOOL</b>	<b>SCHEDULE</b>
1	Bukidnon NHS- Dalwangan	September 17 – 24, 2020
	Capitan Angel IS	September 16 - 23, 2020
	Dalwangan ES	September 17 – 24, 2020
	Damitan ES	September 16 - 23, 2020
	Patpat ES	September 18 – 25, 2020
2	Baganao ES	September 14 – 18, 2020
	Can-ayan IS	September 14 – 18, 2020
	Candiisan IS	September 14 – 18, 2020
	Incalbog ES	September 14 – 18, 2020
	Kibalabag IS	September 15 – 21, 2020
	Kilap-agan IS	September 17 – 24, 2020
	Tag-Ilanao ES	September 14 – 18, 2020
	Tintinaan ES	September 14-18, 2020
3	Imbayao NHS	September 14 - 18, 2020
	Sta. Ana ES	September 7 -11, 2020
4	Barangay 9 ES	September 14- 18, 2020
	Casisang NHS	September 14- 18, 2020
5	AVES	September 14- 18, 2020
	Casisang NHS	September 14- 18, 2020
	Malaybalay City NHS	September 14- 18, 2020
	Natid-asan ES	September 14- 18, 2020
	Panamucan ES	September 14- 18, 2020
	San Jose ES	September 14- 18, 2020
6	Balangbang ES	September 11 -17, 2020
	Bendolan ES	September 11 -17, 2020
	Cabangahan ES	September 11 -17, 2020
	Laguitas ES	September 11 -17, 2020
	Magsaysay IS	September 11 -17, 2020
	Malaybalay City Science NHS	September 11 -17, 2020
7	Apo Macote NHS	September 7- 11, 2020
	Bangcud CS	September 7 – 11, 2020



Address: Sayre Hi-way, Purok 6, Casisang, Malaybalay City  
Telefax No.: 088-314-0094; Telephone No.: 088-813-1246  
Email Address: [malaybalay.city@deped.gov.ph](mailto:malaybalay.city@deped.gov.ph)



Republic of the Philippines  
**Department of Education**  
REGION X - NORTHERN MINDANAO  
DIVISION OF MALAYBALAY CITY

	Binalbagan ES	September 7-11, 2020
	Calawag ES	September 7- 11, 2020
	Dapulan ES	September 14 – 18, 2020
	Luyungan Center for IP	September 14 - 18, 2020
<b>DISTRICT</b>	<b>SCHOOL</b>	<b>SCHEDULE</b>
	Macote ES	September 14 – 18, 2020
	Simaya IS	September 14 – 18, 2020
8	Paiwaig ES	September 14 -18, 2020
	Linabo CS	September 18 – 24, 2020
	Malagap ES	September 18 – 24, 2020
	Managok NHS-Lalawan Annex	September 14 -18, 2020
	San Martin ES	September 18 – 24, 2020
	San Roque ES	September 18 – 24, 2020
	Sawaga ES	September 14 -18, 2020
9	Bagong Silang ES	September 14 – 18, 2020
	Dumayas ES	September 17 – 23, 2020
	Langasihang ES	September 14 – 18, 2020
	Lunokan ES	September 14- 18, 2020
	Maligaya ES	September 7 – 1, 2020
	Managok NHS – Miglamin Annex	September 14 – 18, 2020
	Managok NHS- Main	September 10 – 16, 2020
	Matangpatang ES	September 15 – 21, 2020
10	Busdi IS	September 17 – 23, 2020
	Caburacanan ES	September 8 – 14, 2020
	Indalasa ES	September 16 – 22, 2020
	Kibalabag ES	September 14 – 18, 2020
	Mapulo ES	September 8 – 14, 2020
	Pighalugan ES	September 14 – 18, 2020
	Silae ES	September 16 – 22, 2020
	St Peter ES	September 18 – 24, 2020
	St. Peter NHS	September 14 - 18, 2020
	Tuburan IS	September 10 – 16, 2020
	Zamboanguita CS	September 16 – 22, 2020

*Note:*

*Schedules in RED ink are only suggested dates. TEAM Members may directly connect to the School Heads for an arrangement.*



Address: Sayre Hi-way, Purok 6, Casisang, Malaybalay City  
Telefax No.: 088-314-0094; Telephone No.: 088-813-1246  
Email Address: [malaybalay.city@deped.gov.ph](mailto:malaybalay.city@deped.gov.ph)



Republic of the Philippines  
**Department of Education**  
REGION X - NORTHERN MINDANAO  
DIVISION OF MALAYBALAY CITY

ATTACHMENT 2

**LIST OF MONITORING AND EVALUATION TEAM**

Over All Chairmen

<b>RALPH T. QUIROG</b> Chief, Education Supervisor-CID	In charge for Monitoring of Districts 1-5
<b>LORENZO O. CAPACIO</b> Chief, Education Supervisor-SGOD	In charge for Monitoring of Districts 6-10

TEAM	TEAM MEMBERS
1	Chairman: <b>Aba Q. Allaba, PhD</b> Members: Luis S. Alajar Jr. Rio Arbutante Maryfe Gumayao
2	Chairman: <b>Bonifacio M. Palo Jr.</b> Members: Jasmin J. Adriatico Vicente San Miguel Amor Celeste P. Rojas
3	Chairman: <b>Noel A. Tan Nery</b> Members: Lou Ann J. Cultura Marsifith M. Mamawag Romulo L. Ongkiateco
4	Chairman: <b>Liza G. Balintongog</b> Members: Imelda S. Bentillo Gladys Dublas
5	Chairman: <b>Liza G. Balintongog</b> Members: Rachel R. Valde Edelina M. Eborá Armand Anthony S. Valde
6	Chairman: <b>Manny B. Pimentel, PhD</b> Members:





Republic of the Philippines  
**Department of Education**  
REGION X - NORTHERN MINDANAO  
DIVISION OF MALAYBALAY CITY

	Rosie A. Salupado Ria Alcuizar Maria Ella S. Rabino
7	Chairman: <b>Romil T. Jabonero, EdD</b> Members: Analy L. Ocier Leslie Fontanilla Gemma A. Maramba
8	Chairman: <b>Jovy G. Molina</b> Members: Maria Concepcion S. Reyes Jimdandy A. Lucine Sonny A. Rojas
9	Chairman: <b>Ferdinand V. Mortera</b> Members: Virgilin R. Pizarro Woodrow Wilson B. Merida Servillano B. Balicanta Jr.
10	Chairman: <b>Evernold C. Berial, PhD</b> Members: Purissima J. Yap Rosalio Arangco Merry Lagunday





Republic of the Philippines  
**Department of Education**  
REGION X - NORTHERN MINDANAO  
DIVISION OF MALAYBALAY CITY

ATTACHMENT 3

Department of Education  
Region X  
Division of Malaybalay City

**MONITORING TOOL**  
**PILOT DRY RUN FOR THE OPENING OF CLASSES**  
School Year 2020-2021

SCHOOL: \_\_\_\_\_ DISTRICT: \_\_\_\_\_  
SCHOOL HEAD: \_\_\_\_\_ MONITORED BY: \_\_\_\_\_

DATE OF MONITORING	ACTUAL OBSERVATION	REMARKS
July 27, 2020		
July 28, 2020		
July 29, 2020		
July 30, 2020		

Monitored by:

\_\_\_\_\_  
NAME /Designation



Address: Sayre Hi-way, Purok 6, Casisang, Malaybalay City  
Telefax No.: 088-314-0094; Telephone No.: 088-813-1246  
Email Address: [malaybalay.city@deped.gov.ph](mailto:malaybalay.city@deped.gov.ph)

Attachment No. 1 to Regional Memorandum No. \_\_\_\_\_, s. 2020

**CONDUCT OF DRY RUN OF THE BASIC EDUCATION LEARNING CONTINUITY PLAN OF ALL SCHOOLS IN THE REGION (BE LCP) IN LIGHT OF THE COVID-19 PUBLIC HEALTH EMERGENCY**

<b>Schools Division Office</b>	
<b>District</b>	
<b>School</b>	
<b>Grade Level</b>	
<b>School Typology</b>	
<b>Distance Learning Delivery Mode Adopted</b>	
<b>School Head</b>	

**PHASE 1: SCHOOL READINESS**

<b>AREAS</b>	<b>DESCRIPTIONS/ DETAILS</b>	<b>TIME FRAME (if needed)</b>	<b>RESOURCES NEEDED</b>	<b>PERSONS INVOLVED</b>
Organizing the class for dry run				
Class Size/Group				
Assignment of Teacher				
Preparation of Learning Packages				
Matrix of Requirements of the Distance Learning Delivery Mode				
Class Program				
External Stakeholders' Orientation (Parents & Community)				
Health & Safety Measures Against COVID 19				
Source of Funds				
Documentation (Narratives, Video Clips, Interviews, Pictures, etc.)				

**PHASE 2: IMPLEMENTATION**

<b>AREAS</b>	<b>DESCRIPTIONS/ DETAILS</b>	<b>TIME FRAME (if needed)</b>	<b>RESOURCES NEEDED</b>	<b>PERSONS INVOLVED</b>
Distance Learning Delivery Modalities				
Weekly Home Learning Plan				
Distribution System				
Class Monitoring /Individual Learning Plan				
Retrieval System				
Documentation (Narratives, Vidco clips, interview, pictures, etc.)				

**PHASE 3: POST ANALYSIS**

<b>PHASES</b>	<b>AREAS</b>	<b>CHALLENGES/ PROBLEMS /SUCCESS ENCOUNTERED</b>	<b>RECOMMENDATIONS</b>
<b>1 School Readiness</b>	Organizing the class for dry run		
	Class Size		
	Assignment of Teachers		
	Preparation of Learning Packages		
	Matrix of Requirements of the Distance Learning Delivery Mode		
	Class Program		
	Health & Safety Measures Against COVID 19		
	Source of Funds		
<b>2 Implement- ation</b>	External Stakeholders' Orientation (Parents & Community)		
	Distance Learning Delivery Modalities		
	Weekly Home Learning Plan		
	Distribution System		
	Class Monitoring /Individual Learning Plan		
	Retrieval System		



<b>Other Remarks</b>	
----------------------	--

**MONITORING TOOL: DRY RUN OF THE BASIC EDUCATION LEARNING  
CONTINUITY PLAN (BE LCP)**

<b>Schools Division Office</b>	
<b>District</b>	
<b>School</b>	
<b>Grade Level</b>	
<b>School Typology</b>	
<b>Distance Learning Delivery Mode Adopted</b>	
<b>School Head</b>	

**PHASE 1: SCHOOL READINESS**

<b>AREAS</b>	<b>DESCRIPTIONS/ DETAILS</b>	<b>Resources Needed</b>	<b>Hindering Factors</b>	<b>Facilitating Factors</b>	<b>Remarks</b>
<b>ORGANIZING THE CLASS FOR DRY RUN</b>					
<b>CLASS SIZE/GROUP</b>					
<b>ASSIGNMENT OF TEACHER</b>					
<b>PREPARATION OF LEARNING PACKAGES</b>					

<b>MATRIX OF REQUIREMENTS OF THE DISTANCE LEARNING DELIVERY MODE</b>					
<b>CLASS PROGRAM</b>					
<b>EXTERNAL STAKEHOLDERS' ORIENTATION (PARENTS &amp; COMMUNITY)</b>					
<b>HEALTH &amp; SAFETY MEASURES AGAINST COVID</b>					

<b>SOURCE OF FUNDS</b>					
------------------------	--	--	--	--	--

**PHASE 2: IMPLEMENTATION**

<b>AREAS</b>	<b>DESCRIPTIONS/ DETAILS</b>	<b>Hindering Factors</b>	<b>Facilitating Factors</b>	<b>Remarks</b>
<b>DISTANCE LEARNING DELIVERY MODALITIES</b>				
<b>WEEKLY HOME LEARNING PLAN</b>				
<b>DISTRIBUTION SYSTEM</b>				
<b>CLASS MONITORING</b>				

<b>/INDIVIDUAL LEARNING PLAN</b>				
<b>RETRIEVAL SYSTEM</b>				
<b>DOCUMENTATIO N (NARRATIVES, VIDEO CLIPS, INTERVIEW, PICTURES, ETC.)</b>				

**PHASE 3: EXIT CONFERENCE**  
(School with SDO Representative)

<b>PHASES</b>	<b>ISSUES &amp; CONCERNS</b>	<b>RECOMMENDATIONS</b>
<b>SCHOOL READINESS</b>		
<b>IMPLEMENTATION</b>		

*Documentation Needed: Narratives, Video clips, Interview, Pictures*

**Note: Pls send immediately your pictures, videos, brief narratives to: [roselinda@deped.gov.ph](mailto:roselinda@deped.gov.ph)**

**Monitored by: \_\_\_\_\_ Date: \_\_\_\_\_**

**Reminders: Submission of LDM validation tools for learners and teachers to SDO-EPS in LRMS only.**