



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

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**Division Memorandum**

No. 472 series of 2020

**TO:** Assistant Schools Division Superintendent  
 Chief Education Supervisor CID  
 Education Program Supervisors, Public Schools District Supervisors,  
 Specialist, Librarian, PDO  
 This Division

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

**DATE:** December 3, 2020

**SUBJECT: CURRICULUM IMPLEMENTATION DIVISION PERFORMANCE  
 REVIEW AND FINAL EVALUATION**

1. Pursuant to *DepEd Memorandum No. 2, s. 2015* entitled: *Guidelines on the Establishment and Implementation of the Results-Based Performance Management System (RPMS) in the Department of Education*, this Office informs the personnel of the Curriculum Implementation Division on the conduct of the **CURRICULUM IMPLEMENTATION DIVISION PERFORMANCE REVIEW AND FINAL EVALUATION** scheduled on **December 28-29, 2020** at Second Floor, Division Office Building 2. This activity aims the following;

- a. Tracing and tracking of individual performance against the target for Calendar year 2020.
- b. Review on the gaps of the individual performances
- c. Plan for adjustment of the individual performances to contribute to the office and organizational outcomes.

2. All curriculum Implementation Division Personnel are advised to come in formal attire and must prepare the following;

- a. Final Individual Performance Commitment and Review Form (IPCRF) in two copies with the appropriate Means of Verification (MOV) per KRA and Objectives for individual performance in the attainment of the Organizational goals and target for Calendar Year 2020.
- b. PowerPoint presentation of KRA with objectives and final outcomes
- c. Support Documents.





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3. Queries related to this can be relayed to **Vince G. Sanmiguel, EdD**, Public Schools District Supervisor and concurrent Senior Education Program Specialist, Planning and Research at 09778091156.

Encls.: As stated

Reference: DO No. 16, s. 2017

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

Performance Review





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Enclosure no. 1 of Division Memorandum 472 s. 2020

**Activity Matrix**

<b>Dates</b>	<b>Time</b>	<b>Schedule of Presenter</b>
<b>December 28, 2020</b>	<b>8:00-12:00</b>	<b>PSDS of D1-D5</b>
	<b>1:00-5:00</b>	<b>PSDS D6-D10</b>
<b>December 29, 2020</b>	<b>8:00-12:00</b>	<b>EPS in Science, English, MAPEH, TLE, MATH, AP, Values Ed</b>
	<b>1:00-5:00</b>	<b>EPS in ALS, Filipino, EPSA II, LIB II, PDO II, EPS in LR, Administrative Aide VI</b>

**MEANS OF VERIFICATIONS TO BE PREPARED**

**PSDS**

**Key Result Areas**

**MOV**

**KRA 1  
INSTRUCTIONAL SUPERVISION**

- Accomplished IS Forms
- Accomplished notes and sample monitoring tools for schools and learning plan for learners
- Accomplished template
- Master list of Modules produced and distributed by district and schools
- Master list of ALS learners

**Key Result Areas**

**MOV**

**KRA 2  
TECHNICAL ASSISTANCE IN  
SCHOOL  
MANAGEMENT, MONITORING  
AND EVALUATION**

- Monitoring tools of the following OBE, Balik Eskwela, Reading, SBM tool, assessment tool, Module Distribution and retrieval
- LDM 1 & 2 LAC Sessions
- DMEA Report and Presentation
- Submitted to the Division Office committee
- Training Materials/Presentations
- Number of Schools Validated with Accomplished Validation tool
- SEF District Budget
- School Requests for teacher item
- Request from the School Property custodian
- Monitoring tools
- Number of school building repaired
- Reports submitted to the division office and letter of transmittal





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## PSDS

### Key Result Areas

### MOV

#### KRA 3

CURRICULUM DEVELOPMENT,  
ENRICHMENT, and LOCALIZATION,  
LEARNING OUTCOMES  
ASSESSMENT

- Revised outputs on modules, utilized session guides and scripts
- Accomplished monitoring tools
- Draft of the IP curriculum
- Assessment tool

#### KRA 4

Research

- Submitted Research proposal for evaluation to the research committee implementation
- Submitted research title to the committee for approval
- Submitted proposal to the district Office

## SCIENCE, TLE, Values, MAPEH

### Key Result Areas

### MOV

KRA 1- Management of  
Curriculum Implementation

Monitoring/Accomplishment Report

MTAP Results/Certificates  
Passed the Internal Audit Validation  
Trained Teachers per Learning Area

### Key Result Areas

### MOV

KRA 2 – Curriculum  
Development, Enrichment  
and Localization and  
Learning Resource

- Enhanced DLPs and uploaded at the LR Portal
- Enhanced Division RBIs and uploaded to the LR Portal
- Uploaded Version 4 of SLMs to the LR Portal
- Enhanced Region RBIs/TVBIs and uploaded to the LR Portal





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## SCIENCE, TLE, AP, Values, MAPEH

Key Result Areas	MOV
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<b>KRA 3 – Learning Delivery/ Learning outcomes Assessment/Technical Assistance</b>	<ul style="list-style-type: none"> <li>- Submitted Quality assured Test Questions to the Region</li> <li>- On-going</li> <li>- Conducted TA to Districts 1&amp;2</li> <li>- Aligned and adjusted Roadmap of the b CID</li> </ul>
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Key Result Areas	MOV
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<b>KRA 4 – Special Curricular Programs and Support Activities</b>	<ul style="list-style-type: none"> <li>- Trained 7/7 Asatidz</li> <li>- ALIVE SLMs reproduction on-going</li> <li>- 20/20 SPA/SPS Oriented on the MELCs</li> <li>- 343 JDVP Grantees completed the program</li> <li>- Active GC of SHS Coordinators</li> <li>- All G 12 TVL Learners were assessed &amp; passed the NC2 Accreditation</li> </ul>
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Key Result Areas	MOV
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<b>KRA 5 – Plus Factor</b>	Yearly Accomplishment Report Yearly Accomplishment Report Uploaded Quality assured TVBIs to the LR Portal Yearly Accomplishment Report Yearly Accomplishment Report Yearly Accomplishment Report Yearly Accomplishment Report Approved Division ROA
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## English

Key Result Areas	Actual Accomplishment As of November	MOV
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<b>KRA 1</b> Curriculum Development, Enrichment, and Localization	<ol style="list-style-type: none"> <li>1. Develop training designs, modules and materials to localize, indigenize, contextualize competencies in the curriculum in English Grade 3 for use of the schools / division/region.</li> <li>2. Submits reports, data and findings on curriculum innovations and localization to the LRMDS.</li> </ol>	<ol style="list-style-type: none"> <li>1. Three (2 ) Approved Training Designs for Contextualization focused on English Curriculum and three (3) for IPEd Curriculum.</li> <li>2. Conducted Orientation for Modules, TVBI and RBI Guides/Lessons production (Memo/Attendance).</li> <li>3. Gathered data, submitted reports, and analyzed findings to conceptualize innovation after the Division Quality Assurance (Compilation of reports through file management) .</li> <li>4. Innovation for conceptualization.</li> </ol>
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**English**

<b>Key Result Areas</b>	<b>Actual Accomplishment As of November</b>	<b>MOV</b>
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**KRA 2.**  
**Learning  
Resource**

1. Lead or work as a team member to develop general and local learning resource materials in English and the assigned Grade Level to increase variety of learning resource to support the basic education curriculum  
 2. Lead or work as a team member to evaluate and or quality assure general and local learning materials to uphold standards of quality learning materials.

Lead to produce and Quality assured:  
 1. A) Thirty Two ( 32) modules for English Curriculum ;  
 B) 16 session guides / worksheets / scripts for RBI Grade 1 across core areas;  
 C) 4 RBI Grade 3 Scripts / Guides / WorkSheets for Region Utilization;  
 D) 26 TVBI Module Based Recorded Lessons for Grade 3

**English**

<b>Key Result Areas</b>	<b>MOV</b>
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**KRA 3.** Research

Action Research on process and progress.

<b>Key Result Areas</b>	<b>MOV</b>
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**KRA 4** Technical Assistance

Submitted and compiled Weekly / Monthly Accomplishment Report.

**LRMDS**

<b>KEY RESULT AREAS</b>	<b>MOV</b>
<b>1. LEARNING RESOURCE</b>	Memorandum, List of developed modules, RBI session guides and scripts, TVBI scripts and videos, record of LRs reproduced and distributed, record of LR needs
<b>2. CAPABILITY TO USE LRMDS</b>	Training design, memo, attendance, pics, screenshots of local portal, summary of DepEd common users
<b>3. MONITORING AND EVALUATION</b>	Accomplished M & E tools
<b>4. UTILIZATION OF LRMDS(TA on LR Mgmt.)</b>	Memo, screenshot of portal.
<b>5. RESEARCH</b>	Date on the M & E Tool
<b>6. PLUS FACTOR</b>	Attendance





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## Filipino

Key Result Areas	MOV
KRA1.Learning Resource	40 modules of Grade 3 Filipino Q1 to Q4 26 Gr.3 Filipino TVBI for Regional level 4 Filipino Regional RBI  16 scripts with 16 learning worksheets of Grade Memorandum, List module, RBI, writers and TVBI staff production team with TVBI script writers
KRA 2 –Management of Curriculum and Technical Assistance	1. 75 teachers in HHS and SHS 2. 54 teachers handling Filipino subject in Gr.3,4 and 6 teacher 3. 78 schools on seminar on PRIMALS Division Level January 2020 4. 20 accomplishment report submitted to enhance management and delivery of basic education
KRA 3- Special Curricular Programs and support activities	Supplemental Budget on Implementing schools in Journalism: 1. BHS 120 000.00 Bengcol HS – 43 0000.00 MCCS - 44 000.00 2. 10 video send to National Level through LR
KRA- 4Learning Outcomes, Assessment monitoring and Evaluation Research	6 schools

Key Result Areas	MOV
KRA 1 Literacy Assessments (25%)	Accomplished FM-ALS -12 TA Form FM-ALS-13 Feedbacking Form Accomplished Portfolio Rubrics Memorandum Attendance Masterlist of AERT Takers





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## ALS

### Key Result Areas

### MOV

KRA 2

Literacy Interventions (40%)

Memorandum  
Attendance Sheet  
Training Outputs  
Evaluation Form

Memorandum  
Approved Communication Letters  
Photo Documentation  
Data on Enrollment

Accomplished  
FM-ALS -12 TA Form  
FM-ALS-13 Feedbacking Form

### Key Result Areas

### MOV

KRA 3

Monitoring and Evaluation (25%)

LIS Report  
Submitted Reports  
Accomplished FM-ALS-08 Monitoring Tool

## ALS

### Key Result Areas

### MOV

Plus Factor (10%)

(Gretchen Catane)

List of Session Guides Developed  
List of episodes aired  
FB page administration documentation  
Memorandum  
Certificate of Recognition  
List of Research Studies Presented  
LIS of ALS Action Research Proposals

### Key Result Areas

### MOV

Plus Factor (10%)

(Ethyl Jane Ligando)

List of Session Guides Developed  
List of episodes aired  
FB page administration documentation

