



2021-4295

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

DIVISION MEMORANDUMNo. 631, s. 2021

DM-2021-11-631
DEPED MALAYBALAY CITY DIVISION
RELEASED
DATE: NOV 17 2021 TIME: 5:45 pm
BY: [Signature]

To: **Assistant Schools Division Superintendent
Education Supervisor Chiefs, CID and SGOD
Education Program Supervisors
Public Schools District Supervisors
Division Planning Officer
Elementary and Secondary School Heads
School Monitoring and Evaluation Coordinators
All Others Concerned**

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

Date: **November 11, 2021**

Subject: **CONDUCT OF MONITORING, EVALUATION AND ADJUSTMENT
CONFERENCE (3rd AND 4th QUARTERS CY 2021)**

1. This Office, through the School Management, Monitoring and Evaluation Section (SMME) hereby informs the field on the conduct and schedule of the School Monitoring, Evaluation and Adjustment (SMEA) and Division Monitoring and Evaluation Conference (DMEA) for the 3rd and 4th Quarters CY 2021.
2. This activity aims to:
 - a. Track and assess the implementation of DepEd policies and programs in the 10 Districts;
 - b. Determine the effectiveness of the policy and program implementations and adjustments undertaken by the schools; and
 - c. Determine the needed policy and programs adjustments to be undertaken by the DO to address performance gaps in ensuring continuous improvement.
3. The focus of the activity will be the following:
 - a. Enrolment (2021-2022)
 - b. Promotion Rate (2020-2021)
 - c. Graduation Rate (2020-2021)
 - d. Completion Rate (2020-2021)
 - e. Learners Not Participating anymore in Learning Activities from the first to the fourth quarters (NLPA)
 - f. Retention Rate (2020-2021)
 - g. Utilization of Funds including downloaded funds





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Note:

1. *The presentation (dashboards, segmentation, prioritization, Characterization and SWOT analysis) should provide a clear impression regarding the strengths and weaknesses of CO/RO/DO policies and programs in the succeeding periods. A 7-minute presentation will be given to each presenter and please limit your powerpoint to 10-15 slides only.*
2. *Schools must input in advance the needed data through google sheet link <https://rb.gv/kstckh>*

4. The SMEA report will be presented by the School Heads by district thru face-to-face following the safety protocols. The Public Schools District Supervisor will serve as reactor and the school monitoring and evaluation coordinator will serve as secretariat. The consolidated report by district will be submitted to edelina.ebora@deped.gov.ph on November 19, 2021.
5. Enclosed are the timeline, list of the focal person, secretariat and venue of the said conference.
6. Expenses incurred during this activity are chargeable against local funds, subject to the usual accounting and auditing policies, rules and regulations.
7. Should there be queries, contact **Edelina M. Eborá**, *Senior Education Program Specialist in School Management, Monitoring and Evaluation* at 09165126070 or **Novem A. Sescon**, *Planning Officer III*.





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Enclosure 1: Timeline, Focal Person, Secretariat and the Venue by District

Timeline	Activity	Focal Person	Secretariat	Venue
November 17, 2021 (8:00 AM – 5:00 PM)	District MEA	Aba Q. Allaba	Hary L. Tero (CAIS) Epifania Sarmiento (KCS)	Patpat ES
		Bonifacio M. Palo Jr.	Ivy Villarta (CIS) Joan Pitogo (SCS)	Can-ayan IS
		Noel A. Tan Nery Liza G. Balintongog	Irma Lee D. Velez BukNHS) Riza Ladra (MCCS)	Bukidnon NHS
		Vicente G. Sanmiguel	Hazelel C. Sambayon SES) Merlie Mamaran MCNHS)	San Jose ES
		Manny B. Pimentel	Glaziel C. Solito (CES) Jacky Lou E. Bucio (MIS)	Cabangahan ES
		Romil T. Jabonero	Bernel Vasaya (BNHS) Rolando Sudario (BNHS)	Bangcud NHS
		Jovy G. Molina	Maila B. Dumala (LCS) Lovely Cabrejas SES)	Linabo CS
		Ferdinand V. Mortera	Rea Liza Mendoza MNHS) Lorie Jane Montefalcon (MCS)	Managok NHS
		Evermold C. Berial	Clarence Mark Gonzales (SNHS) Loida Ascuna (ZCS)	Silae NHS
November 19, 2021	Submission of consolidated report by district	PSDSs		Online/E-mail
November 22, 2021	Division MEA	Edelina M. Ebor Novem A. Sescon		Virtual Conference

