DIVISION MEMORANDUM

TO: **Public Schools District Supervisors/Principal In-Charge, Elementary and Secondary School Heads/TIC**
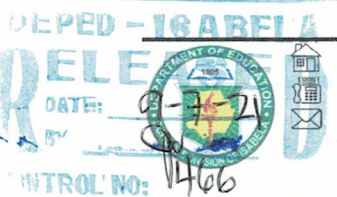**All others concerned**

FROM: **MADELYN L. MACALLING, Ph, CESO VI**
Assistant Schools Division Superintendent
Officer In-Charge
Office of the Schools Division Superintendent

DATE: **September 6, 2021**

SUBJECT: **VIRTUAL MONITORING AND EVALUATION ON READINESS OF ALL PUBLIC SCHOOLS FOR THE OPENING OF CLASSES**

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1.   This Office through the Curriculum Implementation Division (CID) shall conduct a virtual Monitoring and Evaluation on Readiness of all Public Schools on September 8-30, 2021, exclusive of holidays, between 8:00 a.m to 5:00 pm via google meet with the link to be provided by the assigned SDO monitoring personnel.

2.   This aims to ensure preparedness of all public schools in the implementation of Basic Education Learning Continuity Plan for the school year 2021 – 2022 and to resolve issues arising during the opening of classes.

3.   Schools are advised to prepare all necessary documents as means of verification (MoVs) to support the particulars stated in the attached Monitoring and Evaluation Tool and Readiness Assessment Checklist for the School's Learning Delivery Modalities. Schools may opt to prepare Audio-Visual Presentation (AVP) to present the M and E essentials and all the MOVs herein stated.

4.   Attached are the M and E Tool on Readiness of Basic Education Curriculum Implementation, Readiness Assessment Checklist for Learning Delivery Modalities, and SDO Personnel Monitoring Team.

5.   Immediate and widest dissemination of this Memorandum to all concerned is desired.

cid/itb/rvp

Doc Code:	**FM-ORD-005**	Rev:	**01**
As of:	**July 2, 2018**	Page:	**1**

MONITORING TOOL ON READINESS OF BASIC EDUCATION CURRICULUM IMPLEMENTATION FOR SY 2021-2022

School ID: _____   Name of School: _____

District: _____   Name of School Head: _____   Contact Number: _____

CURRICULUM IMPLEMENTATION

1. Curriculum and Instruction

Directions: Check the box that corresponds to your answer in each item.

Areas	E	NE	MoV	Remark/s
1. Modality				
a. Online Distance Learning (Synchronous or Asynchronous)				
b. Modular Distance Learning (Digital Offline Modular or Print-based				
c. Educ TV + Print				
d. Radio-based + Print				
2. Classroom Program				
a. Appropriate (Modality, Completenes, Time Allotment)				
b. Integration of DRRM, Homeroom Guidance, IATF Protocols in the classroom programs.				

2. Availability of Learning Resources

Directions: Check the box that corresponds to your answer in each item using the legend:

    E – Evident   NE- Not Evident

Particulars	Filipino		English		Math		Science		AP		TLE		MAPEH		EsP		MTB		Remarks
	E	NE	E	NE	E	NE	E	NE	E	NE	E	NE	E	NE	E	NE	E	NE	
Self Learning Modules																			
References																			
Learning Activity Sheets																			
RBI Resources																			

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Doc Code:	FM-ORD-005	Rev:	01
As of:	July 2, 2018	Page:	2

TV Based resources																			
Others: Online and Offline Resources																			
Contextuali zed Materials																			

3. **Health and Risk Management**

	Evident	Not Evident
School's Plan is compliant with the minimum health standards issued by Deped and consistent with DOH and IATF.		

4. **Other Issues and Concerns on Curriculum Implementation**

Priority Needs	Challenges Encountered	Technical Assistance Needed for the program implementation
1.		
2.		
3.		

5. **For Senior High School**

	Evident	Not Evident
Utilization of Harmonized Senior High School Program		
Presence of Specialization Offering Roadmap		

6. **Best Practices**

Monitored by

_____

CONFORME:

_____

School Head

Date: _____

Encl.2

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Doc Code:	FM-ORD-005	Rev:	01
As of:	July 2, 2018	Page:	3

Readiness Assessment Checklist for Learning Delivery Modalities in the Learning Continuity Plan for Public Schools

NON-NEGOTIABLE MINIMUM REQUIREMENTS FOR ONLINE DISTANCE LEARNING(ODL)

	Stakeholder	Area of Readiness	Particulars	Yes	No/None	Remark/s
Requirement that MUST be available						
1	School	Platform and Support	The school has an educational platform for Learning Management System (LMS), either subscription-based locally developed.			
2	School	Platform and Support	The school has the technical expertise to run and support the educational platform 24/7. Technical expertise can be in-house OR outsourced OR a combination, depending on the nature of the development. The more In-House/locally developed is the hosted platform, the higher the degree of the technical support personnel required.			
3	School	Platform and Support	The school has e-mail facility or domain name for all teachers and users. Note: the school can outsource.			
4	School	Platform and Support	The school has helpdesk personnel working under the platform managers whose main task would be to directly answer usage queries of both teachers and students.			
5	School	Content	The school has complete and appropriate content for Quarter 1 in the platform.			
6	School	Assessment	Together with the content, the school has proper assessments (e.g., quiz, exams) available in the platform. The same assessment should be regularly reviewed and updated.			
7	School	Teacher	The school has institutionalized the training and updating of teachers to be more technologically adept.			
8	School	Teacher	Teachers have access to device /s and connectivity at the school.			
9	Learners	Learners	The learners have access to the necessary resources (device, connectivity) to access the lessons.			
10	Learners	Parents	The parents have expressed willingness for the option of online distance learning for their children.			
Requirements that should be addressed by the school as soon as possible.						

11	School	Governance	The school orients the teachers, parents and learners about the online learning policies and directions to ensure that everyone is properly informed and guided.			
12	School	Continuance	The school has a technology knowledge enhancement program wherein regular trainings or seminars are given to teachers, students, and parents to make them embrace the technology.			
13	School	Teacher	The teachers are well oriented on Deped policies related to online distance learning and to freely access the needed resources accorded by the Department like the Deped Commons and LRMDS.			
14	Learners	Parents	The parents are willing to co-supervise and co-monitor the progress of their children's online learning.			

Monitored by:

CONFORME:

_____

_____
School Head

Date: _____

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Doc Code:	FM-ORD-005	Rev:	01
As of:	July 2, 2018	Page:	5

NON-NEGOTIABLE MINIMUM REQUIREMENTS FOR MODULAR DISTANCE LEARNING(MDL)

Stakeholder	Area of readiness	Particulars	Yes	No/None	Remark/s
School	Governance	The school orients the teachers, parents and learners about the modular learning policies and directions to ensure that everyone is properly informed and guided.			
School	Content	The school has complete and appropriate content (Learning Modules/Self Learning Modules in print and e-copy for those with device) for Quarter 1 available for distribution to learners.			
School	Content	The school has available reference/supplementary materials for distribution to the learners			
Learners	Parents	The parents have expressed willingness for the option of modular distance learning for their children.			
Learners	Parents	The parents are willing to co-supervise and co-monitor the progress of their children's modular distance learning.			

Monitored by: CONFORME:

_____   _____
                                                                          School Head
                                                     Date: _____

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Doc Code:	FM-ORD-005	Rev:	01
As of:	July 2, 2018	Page:	6

NON-NEGOTIABLE MINIMUM REQUIREMENTS FOR TV/RADIO-BASED INSTRUCTION

	Stakeholder	Area of Readiness	Particulars	Yes	No/None	Remark/s
1	School	Governance	The school orients the teachers, parents and learners about the TV/Radio-Based Instruction policies and directions to ensure that everyone is properly informed and guided.			
2	School	Governance	The school has a MOA/MOU with a Television Network or Radio Station for the needed airtime/slot.			
3	School	Content	The school has complete and appropriate content(Learning Modules/Self Learning Modules in video format and radio-based lesson format/radio script as well as in print/e-copy) for Quarter 1.			
4	School	Content	The school has available reference/supplementary materials for distribution to the learners			
5	Parents	Learners	The parents ensure children's access to television and radio.			
6	Learners	Parents	The parents have expressed willingness for the option of TV/Radio-Based Instruction for their children.			
7	Learners	Parents	The parents are willing to co-supervise and co-monitor the progress of their children's learning as well as provide guidance to their children.			

Monitored by: CONFORME:

_____   _____
                                                                  School Head

                                          Date: _____

SDO Personnel Monitoring Team

Legislative District	CID
1	Marietess B. Baquiran Inocencio T. Balag LD1 PSDS
2	Ma. Lourdes B. Bueno Amador R. Cabalonga LD2 PSDS
3	Ma. Christina Acosta Emilia E. Estudillo LD3 PSDS
4 and 6	Larina M. Colobong Fernando A. Tungpalan LD 4 and 6 PSDS
5	Danilo A. Rarama Jay J. Gallegos LD5 PSDS

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Doc Code:	FM-ORD-005	Rev:	01
As of:	July 2, 2018	Page:	8