Republic of the Philippines
Department of Education
Region V (Bicol)
DIVISION OF CATANDUANES
Virac, Catanduanes

RELEASED
DepEd, Division of Catanduanes
RECORDS SECTION
Date JAN 18 2018
Time: 2:30 PM
Initial/Signature:

DIVISION MEMORANDUM
No. 12 S. 2018

TO : Public Schools District Supervisors
All concerned

FROM : **SOCORRO V. DELA ROSA, CESO VI**
Schools Division Superintendent

SUBJECT : **DIVISION MONITORING, EVALUATION AND ADJUSTMENT (DMEA) ON ALL THE DIVISION AND ZONAL LEARNING ACTION CELL (LAC) SESSIONS IMPLEMENTED IN CALENDAR YEAR 2017**

DATE : JANUARY 19, 2018

==========

In line with the mandate of the Division to determine the effectiveness of technical assistances provided to schools and learning centers, considering the scope and expected impact of the Division and Zonal LAC sessions, a DMEA on all the LAC sessions implemented in CY 2017 has to be conducted.

Attached is the DMEA monitoring tool that shall be accomplished by the concerned officers and submitted to the SGOD Monitoring and Evaluation Unit not later than January 25, 2018. It will be a necessary input in the preparation of our Annual Accomplishment Report for CY 2017 per DO Memorandum No. 10, s. 2018.

DLAC and ZLAC)

Region V

SDO Catanduanes

Virac, Catanduanes

CY 2017 Year-End Division Monitoring , Evaluation and Adjustment Matrix (DMEA)

Physical and Financial Accomplishment Matrix

January to December 2017

KRA Programs/Projects/Activities (Based on 2017 WFP and OPCRF)	Output	Physical Accomplishments			Financial Accomplishments		
		Phsyical Targets (PT)	Actual Physical Accomplishments (APA)	% of Physical Accomplishments (PT/APA x 100)	Financial Targets (FT)	Actual Financial Accomplishments (AFA)	% of Financial Accomplishments (FT/AFA x 100)

Prepared by:

PSDS

Noted:

CID Chief

DLAC and ZLAC)

Region V

SDO Catanduanes

Virac, Catanduanes

CY 2017 Year-End Division Monitoring , Evaluation and Adjustment Matrix (DMEA)

Unaccomplished Outputs Matrix

January to December 2017

KRA Programs/Projects/Activities (Based on 2016 WFP and OPCRF)	Unaccomplished Outputs	Reasons for the Variance/Balance	Reccomendation (Drop; Carry Over/Move to the Next Quarter; Modify; Replace)

Prepared by:

PSDS

Noted:

CID Chief

(for DLAC and ZLAC)

Region V

SDO Catanduanes

Virac, Catanduanes

CY 2017 Year-End Division Monitoring , Evaluation and Adjustment Matrix (DMEA)

Value-Added Outputs Matrix

January to December 2017

Value-Added Contributions/Outputs	Reasons for Achieving Them/ Accomplishments

Note: Value-Added Outputs are not part of the Work Plan but need to be accomplished.

Prepared by:

PSDS

Noted:

CID Chief

for DLAC and ZLAC)

Region V

SDO Catanduanes

Virac, Catanduanes

CY 2017 Year-End Division Monitoring , Evaluation and Adjustment Matrix (DMEA)

Implementation Concerns, Challenges, Issues, Problems and Gaps (CCIPG) and Proposed Resolutions

January to December 2017

Implementation of CCIPG	Type of CCIPGs			Proposed Resolution
	Is It Institutional, technical infrastructure, environmental, financial or political?	Is it within control of FD, inter-FDs or Division Management? Is it for Evaluation to Regional Office or to Other Agencies?	Is it New or recurring CCPIG? If recurring, how many quarters has it recurred?	

Prepared by:

PSDS

Noted:

CID Chief

(for DLAC and ZLAC)

Region V

SDO Catanduanes

Virac, Catanduanes

CY 2017 Year-End Division Monitoring , Evaluation and Adjustment Matrix (DMEA)

Lessons Learned Matrix

January to December 2017

Lessons Learned:

Prepared by:

PSDS

Noted:

CID Chief

SAMPLE SWOT ANALYSIS

SWOT ANALYSIS
DIVISION OF _____

KEY PERFORMANCE INDICATOR	KEY STAGE	SEGMENTS	SIGNIFICANT FINDINGS & CONCLUSIONS	STRENGTHS	WEAKNESSES	OPPORTUNITIES	THREATS
Drop-out Rate	Grades 7 to 10	619 from Public school 5 from Private School	Most of dropout are male with 74% students Year II has the highest dropouts Highest dropout is from largest school 32 schools are priority	**People (Human Resources)** Complete staffing based on Rationalization Plan. **Innovation** Strong methods of openness, sharing and commitment to increase collaboration with SDO Personnel and school heads through PINTOSAN **Governance** Physical Facilities are well established. All schools are recipients of DCP. **Financial** 100% of downloading of School MOOE.	**Management/ Leadership** Provision of Technical Assistance to schools is limited. **Staff Development** Less provision of Refresher course for all school heads regarding instructional supervision pedagogies. **Governance** Less monitoring of schools and in communicating evaluation results.	**Social Factors** Increase parents' involvement in any school meetings and work collaboratively to lessen the number of SARDOs per quarter. **Political** Involvement of LGU thru Barangay Officials on tracking students' attendance in school, more so, e - tracking of students' population. **Technological Factors/ Resources** Local Government Unit recently installed free wifi to all public schools of the city. Accessibility of City Library for students to borrow books and other instructional materials. Availability of external funds and other non-government organizations for feeding program e.g. Project	**Ecological** **Economic** Low economic status of the families that may affect the learning performances of the learners that will result to irregularity of students' attendance in school. **Demographics** Learners living in the remote areas have to walk several kilometers to reach the school.

For DLAC and ZLAC

SWOT ANALYSIS
DIVISION OF _____

KEY PERFORMANCE INDICATOR	KEY STAGE	SEGMENTS	SIGNIFICANT FINDINGS & CONCLUSIONS	STRENGTHS	WEAKNESSES	OPPORTUNITIES	THREATS

Prepared by:

_____
PSDS

Noted by:

_____
CID Chief