



Republic of the Philippines
Department of Education
Region VI – Western Visayas
SCHOOLS DIVISION OF CAPIZ

August 19, 2022

DIVISION MEMORANDUM
No. 279, s. 2022

**MONITORING OF THE OPENING OF CLASSES FOR THE
SCHOOL YEAR 2022-2023**

To: OIC, Office of the Assistant Schools Division Superintendent
Chief Education Supervisors
Curriculum Implementation Division
School Governance and Operations Division
Education Program Supervisors
Public Schools District Supervisors/ OIC of the Districts
School Heads of Public & Private Elementary, Secondary and
Integrated Schools
All Others Concerned

1. In reference to DepEd Order No. 34, s. 2022 titled “**School Calendar and Activities for the School Year 2022-2023**”, this Office shall conduct monitoring of the opening of classes for both public and private schools from August 22 to September 2, 2022.
2. This activity aims to:
 - a. monitor the first two (2) weeks of the implementation of the K to 12 curriculum amid the challenges posed by the pandemic;
 - b. gather feedback; and
 - c. provide technical assistance.
3. The composition of the Division Monitoring Officials and the Schedule of the monitoring activities are as follows:

Chairperson: Ma. Lunie B. Sampani
OIC, Office of the ASDS

Vice-Chairpersons: Dr. Marlon P. Destreza
CES, SGOD

Dr. Segundina F. Dollete
CES, CID





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Team A	Team B	Team C
Ma. Lunie B. Sampani Salvador Dale Artates Sephora M. Roldan Alan Vincent B. Altamia Dr. Edna B. Azcarraga Nannette G. Calixterio Glenda Marie B. Botin Candelaria Talabucon Jerry Mosquite	Dr. Marlon P. Destreza Ronie C. Reteracion Elenia P. Baranda Andres D. Quiachon Engr. Marlon Clarito Dr. Immaculada J. Amores Ronald D. Dile Joy Arnold T. Lejos, MD Romar Jaravelo	Dr. Segundina F. Dollete Dr. Merlie J. Rubio Dr. Rolando B. Jamora Shirley A. De Juan Dr. Ruth C. Gervero Dr. Marggie Obligacion Eduardo Villafuerte Sheralyn Baticados Mary Grace Atinon

Schedule of M&E Activities

Date	District	Team
August 22, 2022	Cuartero	Team A
	Dao	
	Dumalag	Team B
	Dumarao	Team C
August 23, 2022	Ivisan	Team A
	Sapian	
	Maayon	Team B
	Pontevedra	Team C
August 24, 2022	Panay	Team A
	Panitan	
	Pilar	Team B
	President Roxas	Team C
August 30, 2022	Jamindan	Team A
	Mambusao East	Team B
August 31, 2022	Mambusao West	Team A
	Sigma	Team C
September 1, 2022	Capiz NHS	Team A
	Tapaz East	Team B
September 2, 2022	Tapaz West	Team C

- School heads are required to accomplish the attached monitoring tool in advance, to be validated by the monitoring personnel during their onsite visit.
- Coordination with the LGUs and local peace officers must be established to ensure peace and order in coming in and going out of learners and personnel to school.
- During the monitoring, schools are advised to refrain from preparing food for the monitors.





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7. The conduct of this activity must comply with the minimum health and safety protocols set by the Inter-Agency Task Force on the Management of Emerging Infectious Diseases (IATF) and the Department of Health (DOH).
8. Materials, food, and transportation expenses incurred relative to the conduct of this activity are chargeable against the Division MOOE Funds, subject to the usual accounting and auditing rules and regulations.
9. Immediate dissemination of and compliance with this Memorandum are desired.

MIGUEL MAC D. APOSIN EdD, CESO V
Schools Division Superintendent





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**MONITORING AND EVALUATION TOOL FOR THE
OPENING OF THE SCHOOL YEAR 2022-2023**

School Name: _____
School ID: _____ District: _____
School _____ Contact _____
Head: _____ Number _____
Address: _____ Date of Monitoring: _____

Objective: To ensure the readiness of Schools for the Opening of School Year 2022-2023

Directions: The following activities were/are conducted by the Schools.

Please check each item appropriately in the space provided and give necessary comments on the remarks, if needed.

Part I.

The School has...	YES	NO	Remarks/ MOVs
1. conducted Orientation on DepEd Order No, 34 s. 2022 titled School Calendar and Activities for the School Year 2022-2023			
2. communicated DepEd Order No. 34 s. 2022 to parents and other key stakeholders			
3. ensured that Alternative Learning System opens on August 22, 2022			
4. observed Enrollment period from July 25, 2022 to August 22, 2022			
5. conducted Brigada Eskwela and Oplan Balik Eskwela activities			
6. conducted In-Service Trainings (INSET)			
Discussed the following DepEd Orders			
7. DepEd Order No. 21, s. 2019 - Policy Guidelines on the K to 12 Basic Education Program			
8. DO 1, s. 2022 - Home Schooling Program			
9. DO 9, s. 2005 - Instituting Measures to Increase Engaged Time-on-Task			
10. DO 14, s. 2018 - Implementing Guidelines on the Administration of the Revised Philippine Informal Reading Inventory, the Phil-IRI Group Screening Test (GST) for Filipino (Grade 3 to Grade 6) and for English (Grade 4 to Grade 6)			
11. DO 29, s. 2018 - Policy on the Implementation of MFAT.			
12. DO 35, s. 2022 - Guidelines on Enrollment for SY 2022-2023 in the context of Re-introduction on the In-persons Classes			
Prepared the following for the opening of classes			
13. approved Basic Education Learning Recovery and Continuity Plan (BE-LRCP) reflecting the learning delivery modalities and			



Address: Banica, Roxas City
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implement mobile vaccinations for those who sign a written consent to be vaccinated.			
29. conducted orientation on how to manage learner who exhibits symptoms of COVID-19			
30. prepared infection control plan, and containment strategy that is ready to be implemented in the event of the spread of COVID-19 or other infectious diseases within their premises			

Part II.

1. Enrolment and Attendance

GRADE LEVEL	ENROLMENT			NO. OF LEARNERS PRESENT			NUMBER OF TEACHERS PRESENT		
	M	F	T	M	F	T	M	F	T
Kindergarten									
Grade 1 / Grade 7									
Grade 2 / Grade 8									
Grade 3 / Grade 9									
Grade 4 / Grade 10									
Grade 5 / Grade 11									
Grade 6 / Grade 12									
ALS									
SPED									
TOTAL									

2. Other Observations (Please check the appropriate column and give remarks if necessary)

Indicator	Evident					Not Evident					Remarks
a. Weekly Learning Plan											
b. Daily Lesson Plan/ Daily Lesson Log											
c. Class / Teachers Program											
d. List of Learners											
e. PSS Schedule											
f. PSAP (Hard Copy)											
g. Learning Resources	MELCs/ CG	TG	Text book	SLM	LAS	MELCs/ CG	TG	Text book	SLM	LAS	
-Mother Tongue											
-Filipino											
-English											



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-Mathematics																				
-Science																				
-Araling Panlipunan																				
-Eduk sa Pagpapakatao																				
-MAPEH																				
-EPP/TLE/TVL																				
-Kindergarten																				
-ALS																				
h. Report on Daily Attendance																				
3. Other Observations																				

Agreement:

Monitored by:

_____ Date: _____
_____ Date: _____
_____ Date: _____

Concurred by:

_____ Date: _____



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