



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

October 18, 2022

DIVISION MEMORANDUM

No. 418, s. 2022

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
Public Elementary, Secondary & Integrated School Heads Concerned
All Others Concerned

**ENHANCED TEACHER INDUCTION PROGRAM (TIP)/
INDUCTION PROGRAM FOR BEGINNING TEACHERS (IPBT)
PROGRESS MONITORING AND PROVISION OF TECHNICAL ASSISTANCE**

1. Relative to *Division Memorandum No. 175, s. 2022* titled *Induction Program for Beginning Teachers (IPBT) Division-wide Implementation* dated June 9, 2022, the Schools Division Office through the Human Resource Development Section shall conduct the quarterly monitoring of the Implementation of Enhanced TIP/IPBT. This is with reference and in compliance with the Unnumbered Memorandum, dated December 21, 2021 titled *Pilot Implementation of the Induction Program for Beginning Teachers (Enhanced Teacher Induction Program)* issued by former DepEd Chief of Staff and Undersecretary Atty. Nepomuceno A. Malaluan.
2. In this connection, members of IPBT division monitoring team will visit schools and districts starting October 2022 to monitor and provide technical assistance for the implementation of the program.
3. The aim of the monitoring is to ascertain if the schools are in compliance with the provisions of the IPBT policy.
4. Attached is the proposed schedule of monitoring, names of members of the IPBT monitoring team, and a copy of the monitoring tool.





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5. It is expected that in the conduct of this activity, all involved must adhere to 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).
6. It is understood that in the conduct of this activity there shall be no discrimination on account of age, school, gender, civil status, disability, religion or other similar factors, and personal circumstances that run counter to the principles of equal opportunity.
7. Immediate dissemination of and compliance with this Memorandum are desired.


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



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2022 TIP/IPBT Progress Monitoring Schedules

No.	Date	District	Monitoring Team
1	October 20, 2022 (Thursday)	Pontevedra	Dr. Segundina Dollete, Dr. Edna Azcarraga, Zaldy Caalam, Immaculada Amores, Ronald Dile, Jerry Mosquite, Mary Grace Atinon, Dr. Geneluz Bermejo
2	October 24, 2022 (Monday)	Capiz NHS	Dr. Segundina Dollete, Zaldy Caalam, Immaculada Amores, Ronald Dile, Jerry Mosquite, Mary Grace Atinon, Geraldine Gaje
3	October 25, 2022 (Tuesday)	Cuartero	Dr. Segundina Dollete, Dr. Edna Azcarraga, Dr. Reynaldo Azcarraga, Dr. Immaculada Amores, Ronald Dile, Jerry Mosquite, Mary Grace Atinon, Expectacion Lacbanes
4	November 4, 2022 (Friday)	Jamindan	Dr. Segundina Dollete, Dr. Marlon Destreza, Dr. Heidelyn Geromiano, Dr. Immaculada Amores, Ronald Dile, Jerry Mosquite, Mary Grace Atinon, Virginia Villasor
5	November 7, 2022 (Monday)	Panitan	Dr. Segundina Dollete, Dr. Edna Azcarraga, Alan Vincent Altamia, Immaculada Amores, Ronald Dile, Jerry Mosquite, Mary Grace Atinon, Robert Begas
6	November 8, 2022 (Tuesday)	Sigma	Dr. Marlon Destreza, Dr. Segundina Dollete, Dr. Heidelyn Geromiano, Dr. Immaculada Amores, Ronald Dile, Jerry Mosquite, Mary Grace Atinon, Megie Gapi
7	November 9, 2022 (Wednesday)	Maayon	Dr. Marlon Destreza, Dr. Segundina Dollete, Dr. Calin Bernales, Dr. Immaculada Amores, Ronald Dile, Jerry Mosquite, Mary Grace Atinon, Jose Combate
8	November 11, 2022 (Friday)	Pilar	Dr. Marlon Destreza, Dr. Segundina Dollete, Dr. Calin Bernales, Dr. Immaculada Amores, Ronald Dile, Jerry Mosquite, Mary Grace Atinon, Glenda Aroña
9	November 15, 2022 (Tuesday)	Mambusao East	Dr. Marlon Destreza, Dr. Segundina Dollete, Dr. Ma. Theresa Villagrancia, Dr. Immaculada Amores, Ronald Dile, Jerry Mosquite, Mary Grace Atinon, Edwin Benedian
10	November 16, 2022 (Wednesday)	Mambusao West	Dr. Marlon Destreza, Dr. Segundina Dollete, Dr. Ma. Theresa Villagrancia, Dr. Immaculada Amores, Ronald Dile, Jerry Mosquite, Mary Grace Atinon, Jessica Lapeña
11	November 18, 2022 (Friday)	Ivisan	Dr. Marlon Destreza, Dr. Segundina Dollete, Dr. Fe Banez, Dr. Immaculada Amores, Ronald Dile, Jerry Mosquite, Mary Grace Atinon, Dr. Lalain Delos Santos

12	November 22, 2022 (Tuesday)	Panay	Dr. Marlon Destreza, Dr. Segundina Dollete Zaldy Caalam, Immaculada Amores, Ronald Dile, Jerry Mosquite, Mary Grace Atinon, Monina Nobleta
13	December 6, 2022 (Tuesday)	Dumalag	Dr. Marlon Destreza, Dr. Segundina Dollete, Dr. Angel Payo, Dr. Immaculada Amores, Ronald Dile, Jerry Mosquite, Mary Grace Atinon, Dr. July Falagne
14	December 7, 2022 (Wednesday)	Dumarao	Dr. Marlon Destreza, Dr. Segundina Dollete, Dr. Angel Payo, Dr. Immaculada Amores, Ronald Dile, Jerry Mosquite, Mary Grace Atinon, Mercedes Faderugao
15	December 9, 2022 (Friday)	Dao	Dr. Marlon Destreza, Dr. Segundina Dollete, Dr. Reynaldo Azcarraga, Dr. Immaculada Amores, Ronald Dile, Jerry Mosquite, Mary Grace Atinon, Evangeline Fara-on
16	December 13, 2022 (Tuesday)	Pres. Roxas	Dr. Marlon Destreza, Dr. Segundina Dollete, Dr. Edna Azcarraga, Dr. Ruth Gervero, Immaculada Amores, Ronald Dile, Jerry Mosquite, Mary Grace Atinon, David de Ado
17	December 14, 2022 (Wednesday)	Tapaz East	Dr. Marlon Destreza, Dr. Segundina Dollete, Dr. Edna Azcarraga Lallaine Fundal, Immaculada Amores, Ronald Dile, Jerry Mosquite, Mary Grace Atinon, Dr. Yvonne Ganit
18	December 16, 2022 (Friday)	Tapaz West	Dr. Marlon Destreza, Dr. Segundina Dollete Dr. Edna Azcarraga, Lallaine Fundal, Immaculada Amores, Ronald Dile, Jerry Mosquite, Mary Grace Atinon, Annabelle Basan
19	December 20, 2022 (Tuesday)	Sapian	Dr. Marlon Destreza, Dr. Segundina Dollete, Dr. Edna Azcarraga, Dr. Fe Banez, Dr. Immaculada Amores, Ronald Dile, Jerry Mosquite, Mary Grace Atinon, Marissa Olilang



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**MONITORING AND EVALUATION TOOL FOR THE
 Enhanced TIP/Induction Program for Beginning Teachers (IPBT)**

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

Objective: To ascertain if the schools are in compliance with the provisions of the TIP/IPBT Policies.

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

A. For TIP Inductees Batches 2019 & 2020	YES	NO	Remarks/ MOVs
1. Modules 1-6 are done completely in year 1			
2. COTs were complied in years 1-3 (for Batch 2019)			
3. COTs were complied in years 1-2 (for Batch 2020)			
4. Presence of Inductee's Self-Monitoring Form			
5. Presence of Inductee's Portfolio			
6. Mentors/School Heads/District Coordinators are using <i>Tools 1-2 (Analytical Rubrics for Learning & Evaluating Portfolio)</i> to validate Inductee's accomplishments			
7. Mentors/School Heads/District Coordinators are familiar with how to give rating of Inductees' output/performance.			
8. Number of TIP Inductees ready for graduation Batch 2019: _____ Batch 2020: _____			
B. For IPBT Inductees Batch 2021	YES	NO	Remarks/ MOVs
1. Accomplished Coursebook No. 1 (<i>percentage</i>)			
2. Formal classroom observation is done based on IPBT Policy (<i>1 Formal Classroom Observation every quarter</i>)			
3. Presence of Inductee's Self-Monitoring Form			
4. Presence of Inductee's Portfolio			
5. Number of IPBT Inductees who already finished Coursebook No. 1: _____ Rating: (Ave): _____			
C. Best Practices			

Monitored by:

Concurred by _____ Date: _____

