



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

04 AUG 2026

DIVISION MEMORANDUM

No. 346, s. 2026

MONITORING AND EVALUATION AND PROVISION OF TECHNICAL ASSISTANCE TO SCHOOLS ON THE IMPLEMENTATION OF INSTRUCTIONAL BLOCKS

To: Assistant Schools Division Superintendent
OIC- Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
Heads of Public Elementary, Secondary and Integrated Schools
All Others Concerned

1. In compliance with Department of Education Order No. 009 s. 2026, titled **Policy Guidelines on the Implementation of Three-Term Calendar in Basic Education**, and to ensure integrity of implementation, address challenges and strengthen instructional leadership at both the school and district levels, this Office, through the Curriculum Implementation Division shall conduct Monitoring and Evaluation and Provision of Technical Assistance to Schools on the Implementation of Instructional Block starting July 2026 to March 2027.
2. The activity aims to:
 - a. monitor the implementation of the Instructional Block under the Three-Term Calendar in all public elementary, secondary, integrated schools and Community Learning Centers;
 - b. evaluate the effectiveness of instructional delivery, time-on-task and learning outcomes;
 - c. identify best practices, issues and concerns encountered by schools; and
 - c. provide timely and contextualized technical assistance to school heads.
3. Monitoring Tools shall be cascaded to the field through Public Schools District Supervisors. The Scope and Coverage of the activity shall focus on the following key area:
 - a. School Profile and Calendar Compliance
 - b. Protection of Instructional Time and Learning Modalities
 - c. Curriculum Delivery and Assessment Practices
 - d. Learning Recovery and Professional Development Mechanics
 - e. Governance, Technical Assistance and Reporting
4. The District Offices, through their Public Schools District Supervisors and the team shall:



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- a. facilitate the conduct of monitoring activities within their respective district;
- b. ensure the availability of required documents, reports and evidence for validation;
- c. provide accurate and timely data requested by the Division Office;
- d. implement agreed technical assistance interventions and corrective actions arising from the monitoring findings,

5. The Composition of monitoring officials and assignment of districts to be monitored are as follows:

COMPOSITION OF CID MONITORING OFFICIALS AND ASSIGNMENT

Team A	Team B
Alan Vincent B. Altamia	Dr. Merlie J. Rubio
Ronie C. Reteracion	Dr. Ruth C. Gervero
Andres D. Quiachon	Elenia P. Baranda
Dr. Marggie A. Obligacion	Dr. Lalain E. De los Santos
Dr. Edwin Jason D. Duenas	Dr. Reynaldo G. Crespo
Zaldy B. Caalam	Dr. Reynaldo D. Azcarraga
Dr. Calin A. Benales	Dr. Theresa V. Villagrancia
Dr. Fe D. Banez	Dr. Glenda G. Gervero
Dr. Judith P. Tu	Mae G. Frac
Kenneth Anoché-Documenter	Johnny A. Pugon
	Raul L. Jimenez
	Francis Librando- Documenter

Team A District Assignment	Team B District Assignment
Panay	Sigma
Pontevedra	Dao
Panitan	Cuartero
Maayon	Dumarao
Pilar	Mambusao East
President Roxas	Mambusao West
Ivisan	Jamindan
Sapian	Dumalag
Capiz National High School	Tapaz East and West

6. The schedule of monitoring shall be determined by the Monitoring Team. The team shall coordinate with the concerned Public Schools District Supervisors. For further information, please contact Alan Vincent B. Altamia, EPS- GMRC-VE/Guidance/Three-Term Calendar in Basic Education Focal Person at cellphone number 09394927866.



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7. This memorandum shall serve as the Authority to Travel of all designated monitoring officials.
8. Food and transportation expenses relative to the conduct of this activity shall be charged against the PSF downloaded fund with Sub-ARO no. OSEC-6-26-02876 subject to the usual accounting and auditing rules and regulations.
9. Immediate dissemination of this Memorandum is desired.

ROEL F. BERMEJO

Schools Division Superintendent

Attachment: As Stated Reference: As Stated

To be indicated in the Perpetual Index Under the following subjects:

CURRICULUM INSTRUCTIONAL MONITORING TECHNICAL ASSISTANCE