



Department of Education
Region X- NORTHERN MINDANAO
DIVISION OF CAGAYAN DE ORO CITY
Fr. William F. Masterson, SJ Avenue,
KM5, Upper Balulang, Cagayan de Oro City



338

October 16, 2019

RELEASED
DATE: OCT 22 2019
BY: [Signature]

MEMORANDUM

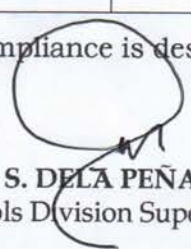
TO : Chief Education Program Supervisors – CID & SGOD
Public Schools District Supervisors/ District In-charge
Education Program Supervisors/Subject Area Coordinators
Division Testing Coordinator
Public Elementary and Secondary School Heads
Public Elementary & Secondary School Testing Coordinators
All other concerned

**SUBMISSION OF THE CURRICULUM MANAGEMENT AND SUPERVISION SYSTEM
(CMSS) REPORTS**

1. As per Regional Memorandum No. 483, s. 2019 – Guidelines on the Utilization of Curriculum Management and Supervision System (CMSS) Templates, all concerned are hereby informed that the First Quarter CMSS report for submission to the Regional Office is due on **October 23, 2019 (Wednesday)**.
2. Central School Principals are requested to assist their respective District supervisors in the preparation and consolidation of the First Quarter CMSS report.
3. The following templates shall be accomplished by the following focal persons:

FOCAL PERSONS INCHARGE	TEMPLATE
Subject Teachers with respective Class Advisers/Grade Level Incharge to consolidate data by class and forward to the School Head	Template 1A
School Head, with the assistance of the Testing Coordinator, shall consolidate report by school and forward to the District Supervisor	Template 1B
District Supervisors to input Template 2 in the CMS system via <i>cms.deped10.com</i>	Template 2
Division EPS to generate Template 3 from the CMS system to check specific grade level with low ratings in respective learning area as reference for policy recommendations	Template 3
Regional EPS to use Template 4A and 4B for reference for policy recommendations and appropriate interventions.	Templates 4A and 4B

4. Immediate dissemination and strict compliance is desired.


JONATHAN S. DELA PEÑA, Ph.D., CESO V
Schools Division Superintendent



August 14, 2019

AUG 29 2019

RELEASED

REGIONAL MEMORANDUM
No. 485, s. 2019

**GUIDELINES ON THE UTILIZATION OF CURRICULUM MANAGEMENT
AND SUPERVISION SYSTEM TEMPLATES**

To: **Schools Division Superintendents**
This Region

1. As regards the provision of technical assistance and monitoring of learners' performance to improve quality, the Department of Education (DepEd) Region X is adopting a System on the Curriculum and Management Supervision.
2. Designed to present a blueprint for all instructional leaders to follow in terms of assistance to appropriate individuals, the Curriculum Management and Supervision System (CMSS) is a system-reference that provides information on the learners' performance in all levels.
3. Included in the CMSS are the different templates to be filled out every after quarterly assessment by the teachers, school heads, district supervisors, and regional and divisional supervisors.
4. The Curriculum and Learning Management Division (CLMD) will schedule a regional orientation for this purpose.
5. Effective this school year, these templates shall be employed by all instructional leaders and will remain in force unless sooner repealed, amended, or rescinded.
6. Attached are the rationale and guidelines for reference.
7. Immediate dissemination of and strict compliance with this memorandum are directed.

DR. ARTURO B. BAYOCOT, CESO III
Regional Director

ATCH.: As stated
To be indicated in the Perpetual Index
under the following subjects:

POLICY INSTRUCTION CLMD

CLMD/radi



The LEARNER: The heart of DepEd Region X.



GUIDELINES ON THE UTILIZATION OF CURRICULUM MANAGEMENT AND SUPERVISION SYSTEM TEMPLATES

RATIONALE

The results of the National Achievement Test (NAT) have driven all schools to design interventions aimed at increasing the average Mean Percentage Score (MPS) of schools in NAT. While the performance of learners in the school has been measured in a form of quarterly assessment, nothing has been done about tracking as to how many from these learners have been developed and considered learned because of the teachers' instruction.

GOAL

The goal of CMSS is to ensure that every learner is provided with appropriate instruction and that all acquire knowledge in all learning areas as evidenced by the ratings in the report card.

DESCRIPTION

Designed as a user-friendly system to ensure accurate, valid, and timely report from the concerned Curriculum Support System (CSS), CMSS is introduced through different templates.



The LEARNER: The heart of DepEd Region X.



Template 1- A – For the subject teacher

This template is to be filled out by the teacher handling the subject. All the ratings of the learners in class will be categorized according to the range indicated in the template. The same template will be used in all learning areas. After accomplishing the template, the teacher will forward a copy to the school head for consolidation.

Template 1 – A (School Level)

*Note: 1week after the periodical exam – submission of e class record to Subject/ Grade level/Department Head.
Subject/ Grade level/Department Head-will consolidate using Template 1-B*

Grade level				
I				
Name of Teacher				
Subject:				
60-74 – Did not meet expectation	75-79 – Fairly satisfactory	80-84 – Satisfactory	85 – 89 – VS	90-100 – Outstanding
FILIPINO				
60-74 – Did not meet expectation	75-79 – Fairly satisfactory	80-84 – Satisfactory	85 – 89 – VS	90-100 – Outstanding

The **LEARNER**: The heart of DepEd Region X



Template 1-B – For the school head

Template 1-B provides the information of the grades provided by teachers handling the same subject. This shall be filled out by the school head who will help him/her find out the number of teachers who need TA on classroom instruction based on the number of learners in class with a rating that falls in the lowest level. After accomplishing the template, the school head will forward the consolidated report to the district supervisor.

Template 1-B (School Level)

Grade level				
I				
Name of Teacher	Teacher 1	Teacher 2	Teacher 3	Teacher 4
Subject:				
60-74 – Did not meet expectation				
75-79 – Fairly satisfactory				
81-84 – Satisfactory				
85 – 89 – VS				
90-100 – Outstanding				



The LEARNER: The heart of DepEd Region X.



Template 2 – For the District Supervisor

The district supervisor will have Template 2 as reference to find out the performance of learners in a specific school. Template 2 provides the school record of learners' performance in all grade levels and in all learning areas in one's district. However, entries in Template 2 shall be inputted in the CMS system via cms.deped10.com.

Template 2

Grade level				
I				
Name of Teacher	School 1	School 2	School 3	School 4
MTB				
60-74 – Did not meet expectation				
75-79 – Fairly satisfactory				
81-84 – Satisfactory				
85 – 89 – VS				
90-100 – Outstanding				



Template 3 – For the Education Program Supervisor (EPS) in charge of the learning area in the Division

Template 3 shall be generated from the CMS system so that the concerned EPS will have an idea on the specific grade level with low ratings in one's learning area as reference for policy recommendations.

Template 3

Learning Area: English											
Number of Elem Schools:											
Number of Elem. Schools Complied:											
Number of Sec. Schools:											
Number of Sec. Schools Complied:											
	G1	G2	G3	G4	G6	G7	G8	G9	G10	Total	
60-74 – Did not meet expectation											
75-79 – Fairly satisfactory											
80-84 – Satisfactory											
85 – 89 – VS											
90-100 – Outstanding											



The LEARNER: The heart of DepEd Region X.



**Template 4 A and B – For the Education Program Supervisor (EPS)
in charge of the learning area in the Region**

Templates 4 A and B are references of the EPS in the region to see the overall picture of learners by grade level and by school in the entire region. These will serve as references of the learning area supervisor for policy recommendations and appropriate interventions.

Template 4.A

Learning Area: English															
Number of Elem Schools:															
Number of Elem. Schools Complied:															
	Bukidnon	CdO	Com	El-Sal	Gingoog	Iligan	LDN	Mtyby	Mis Occ	Mis Or	Oroq	Ozamiz	Tangub	Val	Total
60-74 – Did not meet expectation															
75-79 – Fairly satisfactory															
80-84 – Satisfactory															
85 – 89 – VS															
90-100 – Outstanding															
Number of Elem Schools:	30	300													
Number of Elem. Schools Complied:	20	290													



The LEARNER: The heart of DepEd Region X.



Template 4.B

Learning Area: English															
Number of Sec Schools:															
Number of Sec. Schools Complied:															
	Bukidnon	CdO	Cam	EI-Sal	Gingoog	Iligan	LDN	Myby	Mis Occ	Mis Or	Oroq	Ozamiz	Tangub	Vat	Total
60-74 - Did not meet expectation															
75-79 - Fairly satisfactory															
80-84 - Satisfactory															
85 - 89 - VS															
90-100 - Outstanding															
Number of Sec Schools:	30	300													
Number of Sec. Schools Complied:	20	290													



UTILIZATION OF THE TEMPLATE

There will be a regional orientation and annual reorientation for this purpose. Inasmuch as the template is a system, all users must be computer literate in determining the ICT background to use.

SUGGESTED SCHEDULE FOR SUBMISSION

LEVEL	DUE TIME	END USER
Subject Teacher	1 week after the quarterly examination	School Head
School Head	2 nd week after the quarterly examination	Public Schools District Supervisor (PSDS)
PSDS	3 rd week after the quarterly exam	Division EPS of the learning area
EPS (Division)	4 th week after the quarterly examination	Region EPS of the learning area.

*Guidelines on the utilization of CMSS



The LEARNER: The heart of DepEd Region X.