



Department of Education
Region X – Northern Mindanao
DIVISION OF CAGAYAN DE ORO CITY
Masterson Avenue, Upper Balulang,
Cagayan de Oro City, Philippines



ED-DIVISION OF CAGAYAN DE ORO CITY
CAGAYAN DE ORO CITY

February 18, 2019

RELEASED

DATE: FEB 19 2019
BY: [Signature]

MEMORANDUM

Conduct of 1st Quarter Schools Monitoring, Evaluation and Adjustment (SMEA) Conference 2019

TO: Education Program Supervisors
Public Schools District Supervisors
Monitoring and Evaluation Specialists
Division Planning Officer
Elementary and Secondary School Heads
This Division

1. The Department of Education Division of Cagayan de Oro City, through the Monitoring and Evaluation Section in collaboration with the Curriculum Implementation Division (CID) and Division Planning Section, will conduct the First Quarter Schools Monitoring, Evaluation and Adjustment (SMEA) on the following dates and venue:

Date	Elementary and Secondary Schools Involved	Venue	Panel of Reactors/Discussants
March 5, 2019 (Tuesday)	North 1, South, Southwest 2	South Central School, Nazareth, CDO	Dr. Margie Andrade, Dr. Marife Ramos, Dr. Jinky Arnejo, Dr. Eduardo Cartel, Mr. Ray Maghuyop, Mr. Eulogio Suaner
March 6, 2019 (Wednesday)	West 1, West 2, East 1	Carmen National High School, Carmen, CDO	Mrs. Milagros Recamadas, Dr. Shirley Merida, Mrs. Anita Gomez, Jean Macasero, Mr. Romeo Aclo, Mr. John Mingo
March 7, 2019 (Thursday)	North 2, Southwest 1, Central, East 2	City Central School, Yacapin-Velez Sts., CDO	Mr. Porferio Padinit, Mr. Romeo Tambeling, Mrs. Anita Gochuco, Mrs. Cynthia Yanez, Dr. Sol Aceron, Mr. Marlon Serina

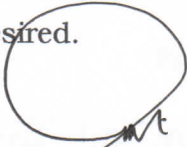

1. You are encouraged to prepare the following Key Performance Indicators (KPI's):
 - a. **Reading Status** of male and female students (K to 3, G4 to G6, and G7 to G10) as to the *number of Independent Readers, Instructional Readers, and Frustration Readers.*
 - b. **Implementation Status of Programs** implemented in the school (IPED, Muslim Education, Multigrade Education, Special Education, Alternative Delivery Mode, Alternative Learning System, and Disaster Risk Reduction Preparedness) as *full functional or less functional (why?)*.
 - c. **Implementation Status of Programs solely for Dropout/Enrolment Rate** (*Enumerate those programs, its Best Practices and Challenges, and TA needed*)
 - d. **Male & Female Graduation Rate** (*no. of graduates divide by June enrolment*)
 - e. **Male & Female Completion Rate** (*Elem - no. of graduates divide by enrolment of Grade 1 five years ago; Secondary - no. of graduates divide by enrolment of Grade 7 three years ago*)
 - In the **School Improvement Plan (SIP)**, after 3 years of its implementation (SY: 2016-2017, 2017-2018, & 2018-2019, is the school conducted the ff: a. Run through of all school gathered data, b. Identified the Improvement Areas of the School, c. Vision sharing of the School Planning Team, d. Planning Team's action on the identified Improvement Areas

- f. **Male & Female Participation Rate** (Elem - net enrolment of 6 to 11 years old learners divides by community population of 6 to 11 years old; Secondary – net enrolment of 12 to 15 years old learners divides by community population of 12 to 15 years old)
- g. **Male & Female Failure Rate** (no. of failed learners divide by February enrolment)
- h. **Male & Female Repetition Rate** (no. of Repeaters divide by BOSY enrolment or previous year).
- i. **Achievement Rate** (MPS Periodical Test Results from 1st to 4th Grading Period)
- j. **Monthly Financial Target versus Accomplishment** (MOOE Downloaded and Liquidation from January 2018 to December 2018).
- k. **Early Warning Signs** (Percentage of Teachers Instructional Contact Time, Percentage of Competency Covered per Quarter, List of Activities that interrupt classes).

2. School ICT Coordinators are hereby directed to attend to the **Pre-work Activity Meeting** at CENTEX Room, Fr. William Masterson Elementary School on the following schedule:

Elementary, Secondary School Heads, ICT Coordinators under	Time	Date
Legislative District 2	8:00AM – 12:00NN	February 22, 2019 (Friday)
Legislative District 1	1:00 – 5:00PM	

3. Compliance to this memorandum is desired.


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

ENCL: As Stated
Reference:

To be Indicated in the Perpetual Index under the following subjects:
GOVERNANCE, Monitoring and Evaluation