



Republic of the Philippines
Department of Education
 Region VI- Western Visayas
DIVISION OF SAGAY CITY

Division **MEMORANDUM**
 No. 443 s, 2024

JUL 25 2024

**JOINT MONITORING ON THE READINESS OF SCHOOLS FOR THE OPENING OF
 CLASSES FOR SCHOOL YEAR 2024-2025**

To: OIC-Office of the Assistant Schools Division Superintendent
 Chiefs of CID & SGOD
 Education Program Supervisors
 Public Schools District Supervisors
 Public Elementary and Secondary School Heads
 All others concerned

1. The field is informed that the School Governance Operations Division (SGOD) and Curriculum and Implementation Division (CID) shall conduct joint monitoring on the Readiness of Schools for the Opening of Classes for School Year 2024-2025 from July 29 to August 2, 2024.
2. All school heads are encouraged to prepare their schools based on the indicator included in the Monitoring Tool (See Enclosure 1 of this Memorandum).
3. Attached is the schedule of monitoring, attendance to the flag ceremony, and the assigned personnel per composite team. All teams can adjust or change the school to be visited. Thus, proper notification to the schools concerned is advised.
4. For further inquiries, you may directly message NOVA B. ZAMORA, (SEPS-M&E) through her FB Messenger.
5. Immediate and widest dissemination of this memorandum is desired.

MARSETTE D. SABBALUCA, CESO VI
 Schools Division Superintendent

Number of pages including this document: 6

Enclosure: as stated

Reference: None

To be indicated in the perpetual index under the following subjects:

JOINT MONITORING READINESS OPENING OF CLASSES SY 2024-2025

SGOD/nbzamora/M&E





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Enclosure 2 of Division Memorandum No. ____ s, 2024

DIVISION COMPOSITE MONITORING TEAMS

Chairman: SDS Marsette D. Sabbaluca, CESO VI
Vice-Chairman: ASDS Mark Anthony J. Tan, PhD
Members: CEPS Nenita P. Gamao, PhD
CEPS Ma. Theresa Q. Bingcang, PhD
AOV Noe B. Abdon

LIST OF PERSONNEL ASSIGNED TO MONITOR AND ATTEND THE FLAG CEREMONY

Monday Day 1: July 29, 2024

Personnel	Schools
1. Nenita Gamao	1. Eusebio Lopes Memorial Integrated School
2. Ma. Theresa Q. Bingcang	2. Bato Elementary School
3. Feliciano Mercurio	3. Jose B. Puey Sr. Elementary School
4. Cesar Demafiles	4. Old Sagay Elementary School
5. Irish Theresa Ubamos	5. General Luna Elementary School
6. Lisette Grace Cabalang	6. B.V. Rodriguez Elementary School
7. Dr. John Paolo Jaropillo	7. Himogaan Baybay Integrated School
8. Dr. Rhizza Faye Barcenilla	8. Lopez Jaena Elementary School
9. Josette Balandra	9. Sagay City Senior High School
10. Alma Mirasol	10. Raymundo Tupas Elementary School
11. Jordan Beleganio	11. Ma. Lopes Elementary School
12. Nova Zamora	12. Filomeno Pascual Elementary School
13. Marlon Solivio	13. Tu-ong Elementary School
14. Nelson Gellera	14. Old Sagay National High School
15. James Sabio	15. Bato National High School
16. Inger Pacheco	16. Vito Elementary School
17. Brenda Dina Labangco	17. Vito National High School
18. Salvacion Enso	18. Sagay National High School
19. Jerald Maglantay	19. Sagay National High School
20. Princes Harney Basa	20. Sagay National High School
21. Romeo Santillan	21. AEMSES Reg. & SOF
22. Araceli Craus	22. Fabrica Elementary School
23. Elizabeth Romo	23. Maquiling Elementary School
24. Marlon Dublin	24. Josebio L. Gonzaga Elementary School
25. Jerson Donasco	25. Sagay City Ecozone Farm School

TEAM A	TEAM B	TEAM C
TL: Alma Mirasol	TL: Josette Balandra	TL: Jordan Beleganio
Members:		
1. Cesar Demafiles 2. Romeo Santillan 3. Salvacion Enso 4. Araceli Craus 5. Princes Harney Basa 6. Dr. Dominique Cheung 7. Joana Alyssa Dagunan 8. Jerald Maglantay	1. Marlon Dublin 2. Marlon Solivio 3. Dr. John Paolo Jaropillo 4. Nelson Gellera 5. Edward Martorillas 6. James Sabio 7. Inger Pacheco 8. Brenda Dina Labangco 9. Irish Theresa Ubamos	1. Elizabeth Romo 2. Feliciano Mercurio 3. Nova Zamora 4. Julie Pearl Barrientos 5. Jerson Donasco 6. Grace Lanutan 7. Marli Piccio 8. Dr. Rhizza Faye Barcenilla 9. Lisette Grace Cabalang

Tuesday Day 2 July 30, 2024		
Talusan ES Bulanon ES Bulanon Farm School	Trinidad Lopez de Gonzaga NHS PR Katalbas II ES Onofre de La Paz ES	Patricio Baviera NHS Baviera ES RT Halipa ES





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Plaridel ES	Bulanon FS- Onofre Ext.	Sewahon NHS Pacol ES Shermanhill IS
Wednesday Day 3 July 31, 2024		
Ricardo Gamboa ES Colonia IS Campo Santiago ES	Elia T. Canoy Esperancilla ES Raymundo Tupas ES- SESCO Ext. SV Aguilar IS Hautea ES Josebio Gonzaga ES Extensio	Macamilco ES Campo Bago NHS Melchor Salcedo ES Maquiling ES - Cr BagoExt.
Thursday Day 4 August 1, 2024		
Campo Himogaan ES Briones Salcedo ES Sagay City Farm School	PR Katalbas 1 ES Uy Chiat ES Gloria Poblador NHS	Gil Lopez ES Valeriana Añalucas ES Sir Arthur Cooper ES Raynor Mesa ES Cesar Gamboa ES
Friday Day 5 August 2, 2024 (*schedule is subject to change depending on the weather condition)		
Suyac ES B. Mahilum ES	Molocaboc II ES Matabas ES * Laon ES Molocaboc IS	Manara ES Cpo Bago NHS- Manara Ext





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Enclosure No. 1 to Division Memorandum No. _____, s. 2024

**ONSITE MONITORING AND EVALUATION TOOL FOR OPENING OF CLASSES
SY 2024-2025**

Name of School: _____

District: _____

School Head: _____

School ID: _____

Part I: Please check "**OBSERVED**" or "**NOT PARTIALLY OBSERVED** or **NOT OBSERVED**" if the following areas are observed in the school.

INDICATORS	OBSERVED	PARTIALLY OBSERVED	NOT OBSERVED	REMARKS
A. ADVOCACY				
1. Hanging of streamers and tarpaulins in conspicuous places (e. g. WELCOME BACK TO SCHOOL, etc.)				
2. School bulletin boards, Updated School Dashboard and Transparency Board				
B. SCHOOL LEADERSHIP				
1. Presence of Master Class Program (duly signed by the PSDS)				
2. Copy of Teachers' Class Program- filed in folder				
3. Presence of SIP, AIP, APP				
4. Presence of DRRM Plan				
5. Presence of School OBE- PACC is evident				
6. Presence of Teachers' Logbook and Visitors' Log				
7. Partial copy of Enrolment (old Form 3)				
8. Presence of School Organizational Flow Chart				
9. LIS Encoding				
C. PHYSICAL PLANT FACILITIES				
1. School Ground is clean				
2. Classrooms are arranged in order with seat plan				
4. Presence of School Name and School I. D. is posted on the roof of the building following the standard specification				
5. Electrical wirings are in a safe place and properly checked				
6. Presence of garbage cans with labels				
7. Trees are properly trimmed				
8. School gate is repaired and repainted				

PART I ENROLLMENT: Supply the following details as required. (Head Count)

AS OF DATE OF MONITORING	MALE		FEMALE		TOTAL	
	ENROLLMENT	ACTUAL	ENROLLMENT	ACTUAL	ENROLLMENT	ACTUAL
Kindergarten						
Grade 1						
Grade 2						
Grade 3						



Address: Sitio Chloe, Brgy. Rizal, Sagay City, Negros Occidental
Tel. No.: (034) 488-0215-16



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Grade 4						
Grade 5						
Grade 6						
Grade 7						
Grade 8						
Grade 9						
Grade 10						
Grade 11						
Grade 12						
Non-Graded						

School's Actual Attendance as of July 29, 2024	Reasons in the Variance: Enrollment vs Actual Attendance

PART IV: Please check "**EVIDENT**" or "**NOT EVIDENT**" if the following areas are observed in the school. Supply details in the "**REMARKS/OBSERVATION**" for further evaluation/validation.

AREAS OF CONCERN	EVIDENT	NOT EVIDENT	REMARKS/OBSERVATION
I. Operational Plan			
1. Distribution and Retrieval Scheme for the Learners' Learning Packets/Modules			
2. Packing, Distribution and Retrieval Schedule and Arrangement			
3. Approved Workloads and other Alternative Work Arrangements for Teachers prepared by School/Class and Teacher Program (MATATAG compliant for K, 1, 4, & 7).			
4. Organization of classes			
5. DLL/Weekly Home Learning Plan approved by School Head			
6. Instructional Supervision and/or Technical Assistance Plan of School Head.			
AREAS OF CONCERN	EVIDENT	NOT EVIDENT	REMARKS/OBSERVATION
II. Partnership, Linkages and Other Support			
1. List of existing Partners/Stakeholders			
2. Areas of support provided (e.g., support to teachers training, provision of gadgets to students/teachers)			
3. Copies of MOA/MOU or any supporting documents			





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4 Sourced Out Donations			
5. Other Forms of Services Rendered by Stakeholders			
6. Total Donations Received during Brigada Eskwela period			
AREAS OF CONCERN	EVIDENT	NOT EVIDENT	REMARKS/OBSERVATION
III. Health and Safety Protocols			
1. Waste Disposal System			
2. Absence of mosquito breeding spots			
3. "Accident-free" environments			

DO 19, s. 2008 Implementation of No Collection Policy in all Public Elementary and Secondary Schools	<input type="checkbox"/> Compliant <i>Reasons for Non-Compliance:</i>	<input type="checkbox"/> Not Compliant
DO 13, s. 2017 Policy and Guidelines on Healthy Food and Beverage Choices in Schools and in DepEd Offices	<input type="checkbox"/> Compliant <i>Reasons for Non-Compliance:</i>	<input type="checkbox"/> Not Compliant
DO 40, s. 2012 DepED Child Protection Policy	<input type="checkbox"/> Compliant <i>Reasons for Non-Compliance:</i>	<input type="checkbox"/> Not Compliant
DO 65, s. 2010 '...wearing of a school uniform shall not be required in public schools.'	<input type="checkbox"/> Compliant <i>Reasons for Non-Compliance:</i>	<input type="checkbox"/> Not Compliant

CHALLENGES ENCOUNTERED/ISSUES & CONCERNS on the Opening and Implementation of Classes	

TECHNICAL ASSISTANCE NEEDED FROM THE DIVISION OFFICE on the Opening and Implementation of Classes	

Monitored by:

Conformed:

Signature over Printed Name

Signature over Printed Name

Designation: _____ Designation: _____

