



Republic of the Philippines
Department of Education
REGION VI – Western Visayas
SCHOOLS DIVISION OF SAGAY CITY

SEP 12 2024

DIVISION MEMORANDUM

No. 569 s., 2024

ADDENDUM AND CORRIGENDUM TO DIVISION MEMORANDUM NO. 099, S. 2024:
CONDUCT OF THE QUARTERLY SCHOOL, DISTRICT, AND DIVISION MONITORING
EVALUATION AND ADJUSTMENTS (MEA) AND SUBMISSION
OF TECHNICAL ASSISTANCE (TA) REPORT
FOR CALENDAR YEAR 2024

To: Assist. Schools Division Superintendent
Chiefs of CID & SGOD
Public Schools District Supervisors
Elementary and Secondary School Heads
All others concerned

1. Addendum and Corrigendum to Division Memorandum No. 099, S. 2024 titled, "Conduct of the Quarterly School, District, And Division Monitoring Evaluation and Adjustments (MEA) and Submission of Technical Assistance (TA) Report for Calendar Year 2024 are as follows:

THIRD QUARTER (JULY-SEPTEMBER)		
ACTIVITIES	FROM	TO
SCHOOL MEA	September 16-17, 2024	September 23-24, 2024
DISTRICT MEA	September 18, 2024	September 30, 2024
DIVISION MEA	September 23-24, 2024	October 2-3, 2024
SUBMISSION OF TA REPORT	September 19, 2024	October 1, 2024

2. Revised District Technical Assistance Teams are found in Enclosure No. 1 of this Memorandum. They must attend to provide technical assistance in the assigned district for the whole year.

3. In addition, all Administrative Officers II (AOs) or Administrative Aides III (AdAs) assigned to schools or districts are required to attend. They will serve as the secretariat to ensure the prompt online submission of the Technical Assistance (TA) report.

4. Traveling and other expenses incurred at the SMEA and District MEA, such as participant meals and supplies, will be charged to the school MOOE subject to the usual accounting and auditing rules and regulations.

5. It is understood that in the conduct of this activity, there shall be no discrimination of participants on account of age, school, gender, civil status, disability, religion, or other similar factors/personal circumstances that run counter to the principles of equal opportunity.

6. All other provisions remain in effect.

7. Immediate and widest dissemination of this Memorandum is desired.

MARSETTE D. SABBALUCA, CESO VI
Schools Division Superintendent

No. of Number of pages including this document: 2
Encl: as stated:
Reference: Regional Memorandum No. 167, s. 2023
To be included in the perpetual index
Under the following subjects:

SCHOOL DISTRICT DIVISION MONITORING EVALUATION ADJUSTMENT
TECHNICAL ASSISTANCE

SGOD/nbzamora/M&E
September 11, 2024
Enclosure No. 1 of the Division Memorandum No. 569, s. 2024





Republic of the Philippines
Department of Education
REGION VI – Western Visayas
SCHOOLS DIVISION OF SAGAY CITY

Enclosure No. 1 of the Division Memorandum No. 59, s. 2024

DIVISION FIELD TECHNICAL ASSISTANCE TEAM/QATAME
Calendar Year 2024

A. Executive Committee

Chairman: Marsette D. Sabbaluca, CESO VI (SDS)
Vice-Chairman: Mark Anthony J. Tan, PhD (ASDS)
Members: Nenita P. Gamao, PhD (CES-CTD)
Ma. Theresa Q. Bingcang, PhD (CES-SGOD)
Noe B. Abdon V (Administrative Officer V)

B. Working Committee:

Division Coordinator: Josette P. Balandra, PhD (EPS-SGOD)
Asst. Division Coordinator: Alma M. Mirasol, PhD (EPS-CID)
Members: Nova B. Zamora, PhD (SEPS-SMME)
Inger S. Pacheco (EPS2-SMME)

REVISED DISTRICT TECHNICAL ASSISTANCE TEAMS

District	Team Leaders	School Governance & Operations Division	Curriculum Teaching Division	OSDS
District 1	Jonel S. Manale	Alyssa Dagunan Josette P. Balandra	Marlon C. Dublin	Rhodora Desamparado, Josie Rebusquillo, Ma. Leah Linda Tan, Romie Osal, Jonah Uypico, Lucena Sabajas, Atty Barbara Ann Tolentino
District 2	Glendame E. Flores	James Sabio Jun Marl Alconga (<i>on study leave</i>)	Marlon L. Solivio	
District 3	Benjie D. Bautista	Brenda Dina Labangco Marli Piccio	Cesar C. Demafiles	
District 4	Gina J. Radan	Inger Pacheco Julie Pearl Duran Edward Martorillas	Jordan T. Beleganio	
District 5	Glenda S. Tan	Dr. Dominique Cheung Jecen A. Despi (<i>on study leave</i>)	Alma M. Mirasol	
District 6	Eleanor Lo	Dr. Paolo Jaropillo Princess Harney Basa (<i>on Maternity leave</i>) Grace Lanutan	Romeo B. Santillan	
District 7	Benito B. Aquino	Araceli A. Craus Nova B. Zamora	Feliciano Mercurio	
District 8	Analie V. Buhayan	Lisette Grace Cabalang Rex Yangco	Salvacion Enso	
District 9	Richard T. Rubin	Jerson F. Donasco Irish Therese Ubamos	Rene M. Encabo	
District 10	Marilyn B. Gamboa	Nelson L. Gellera Jerald Maglantay	Elizabeth Romo	