



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF EDUCATION
REGION XII

City of Koronadal, Philippines
Telefax No. (083) 228-8825; region12@deped.gov.ph
Website: depedroxii.org



July 31, 2017

Region Memorandum

No. 91 s. 2017

**2ND REGIONAL MONITORING EVALUATION AND PLAN ADJUSTMENT (RMEPA)
CUM 3RD MANAGEMENT COMMITTEE MEETING (RMANCOM)**

TO: All Schools Division Superintendents

This Region

1. Anchored on the 12 strategic directions of the region and aligned with 'ONE SOCCSKSARGEN', the **2nd Regional Monitoring Evaluation and Plan Adjustment cum Management Committee Meeting (RMANCOM)** shall be conducted on August 16-18, 2017 at Isla Jardin Beach Resort, Glan, Sarangani Province to be hosted by Sarangani Province.
2. The activity shall focus on achieving the following objectives:
 - 2.a Conduct class observations to strengthen instructional supervision and technical assistance mechanisms;
 - 2.b Present the status of the department's programs, projects and activities on physical and financial 2nd quarter plans versus accomplishment;
 - 2.c Discuss issues, gaps and bottlenecks affecting the implementation of programs, projects, activities and innovation related to enrolment and eventually agree on proposed actions; and
 - 2.c Discuss current policies and issuances for enforcement.
3. Participants from the regional office are the RD, ARD, Functional Division (FD) Chiefs, all education program supervisors and RMANCOM secretariat while from the SDOs are the Schools Division Superintendents, Assistant Schools Division Superintendents, FD Chiefs, SEPS for Planning and Research, and SEPS for M&E.
4. Day 0 shall be on August 15, 2017 when all participants are expected to arrive and be present for the opening program and orientation at 3:00 PM. First meal to be served shall be afternoon snacks on Day 0 and the last shall be lunch on Day 3. Below are the identified participants for each specific activity:

Time	Activity	Participant
Day 1 – August 16		
8:30 – 9:30 AM	Class Observation	RD, ARD, SDSs, ASDSs, Chiefs and all REPS
9:30 – 10:30 AM	Feedback Session	
10:30 – 11:30	Plenary Session for the Observation Team and School Awarding of Certificates	
11:30-1:00PM	LUNCH @ the School Assignment	
2:00PM-6:00PM	2 nd Quarter RMEPA	RD, ARD, SDSs, ASDSs, Chiefs, all REPS and SEPS for M&E and Planning & Research
Day 2 – August 17		



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8:00-3:00PM	Continuation of the 2 nd Quarter RMEPA	RD, ARD, SDSs, ASDSs, Chiefs, all REPS and SEPS for M&E and Planning & Research
3:00-6:00pm	2 nd Quarter RMEPA – Regional Office Interfacing	RD, ARD, RO Chiefs and all REPS
Day 3 - August 18		
8:00-2:00PM	3 rd Regional Management Committee Meeting	RD, ARD, SDSs, ASDSs, RO and SDOs Chiefs

4. On August 16, 2017 at 8:30AM, identified officials are directed to be at the assigned schools for the class observation to be followed by feedback sessions. Lunch shall be served in the school. At 1:00 PM, all officials are directed to return to Isla Jardin Beach Resort, Glan, Sarangani, for the 2nd Quarter RMEPA.

5. For the 2nd Quarter RMEPA, the SDOs shall prepare a 15-minute PowerPoint presentation aligned with the contents of the toolkit. The Schools Division Superintendents are tasked to present the report of the division. A 15-minute discussion shall follow after each presentation to clarify issues and concerns needing management decisions and/or appropriate actions.

6. Attached are Enclosure 1: Indicative Schedule of Activities; Enclosure 2: Class Observation School Assignment; and Enclosure 3: 2nd Quarter RMEPA Toolkit for reference and guidance.

7. While the lunch during the class observation on August 16, 2017 shall be charged against school local funds, the rest of the meals and accommodation of the participants during the 2nd RMEPA and RMANCOM shall be borne by the Regional Office MOOE. However, transportation expenses of the participants shall be charged against their respective local funds, all subjects to the usual accounting and auditing rules and regulations.

5. For information, dissemination and compliance of all concerned.

DR. ARTURO B. BAYOCOT, CESO V
OIC-Regional Director



Enclosure 1: Indicative Schedule of Activities

Indicative Schedule of Activities

Time	Activity	Person Responsible
August 15, 2017		
3:00-3:30PM	<p>Opening Program and Orientation for the Class Observation</p> <p>Philippine National Anthem Invocation Welcome Remarks:</p> <p>Introduction of guests, visitors and DepEd key officials</p> <p>Message</p>	<p>Hon. Victor James B. Yap, Jr. Mayor, Municipality of Glan</p> <p>Dr. Evelyn R. Fetalvero, CESO V OIC-Asst. Regional Director</p> <p>Dr. Arturo B. Bayocot, CESO V OIC-Regional Director</p>
3:30PM-5:00PM	Orientation for the Class Observation	Macario O. Ontal <i>Chief, CLMD</i>
August 16, 2017		
6:00-7:00AM	Breakfast	
7:30-8:00AM	Travel Time (To assigned schools for observation)	
8:30-9:30AM	Class Observation	
9:30-10:30AM	Feedback Session	
10:30-11:30AM	School Feedback Session	
11:30-1:00PM	LUNCH @ the SCHOOL	
1:00-2:00PM	Travel Time from the School to Isla Jardin Beach Resort, Glan, Sarangani Province	
2:00-5:00PM	2 nd Quarter RMEPA	
2:00-2:30PM	Reporting of Consolidated Class Observation (5-minute presentation per team)	Macario O Ontal Chief CLMD
2:30-3:00PM	Rationale, Objectives and Statement of Purpose of the 2nd Quarter RMEPA	Luz Lalli L. Ferrer Chief, QAD
3:00-3:30PM	Sarangani Province	<p>Crispin A. Soliven, Jr. CESE OIC-SDS, Sarangani Province</p> <p>Lead Discussant: Luz Lalli L. Ferrer, Chief QAD</p> <p>Discussant Members: All RO Chiefs and Regional Education Supervisors Documenter: Dr. Josie Teofila N. Quijano, REPS</p>



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		Process Observer: Grace Patrice Mondragon, REPS
3:30-4:00PM	General Santos City	Gildo G. Mosqueda, CEO V SDS, General Santos City Lead Discussant: Dr. Heria S. Abpi, Chief HRDD Discussant Members: All RO Chiefs and Regional Education Supervisors Documenter: Emily F. Enolpe, REPS Process Observer: Norman A. Valeroso, REPS
4:00-4:30PM	Koronadal City	Kahar H. Macasayon, CESO V SDS, Koronadal City Lead Discussant: Macario O. Ontal, Chief CLMD Discussant Members: All RO Chiefs and Regional Education Supervisors Documenter: Magdaleno C. Duhilag, Jr. REPS Process Observer: Rogelio P. Radaza, REPS
4:30-5:00PM	South Cotabato	Isagani S. Dela Cruz, CESO V SDS, South Cotabato Lead Discussant: Dr. Napoleon J. Gio, Chief ESSD Discussant Members: All RO Chiefs and Regional Education Supervisors Documenter: Jade Palomar, REPS Process Observer: Suzanne B. Berba, REPS
Facilitators: Arturo D. Tingson, REPS and Norman S. Valeroso, REPS		
6:00-7:00PM	DINNER	
August 17, 2017 – Continuation of 2nd Quarter RMEPA		
6:30-7:00AM	Zumba at the Beach	Sarangani Province
7:00-8:00AM	Breakfast	
8:30-9:00AM	Cotabato City	Dr. Concepcion F. Balawag, CESE OIC-SDS, Cotabato City Lead Discussant: Dr. Glenn A Bisnar, Chief PPRD



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		Discussant Members: All RO Chiefs and Regional Education Supervisors Documenter: Kathrine H. Lotilla, PDO IV Process Observer: Norman A. Valeroso, REPS
9:30-10:00AM	Cotabato Province	Omar A. Obas, CESO VI SDS, Cotabato Province Lead Discussant: Ma. Lourdes A. Sanchez, Chief FD Discussant Members: All RO Chiefs and Regional Education Supervisors Documenter: Gilbert B. Barrera, REPS Process Observer: Suzanne B. Berba, REPS
10:00-10:30AM	Tacurong City	Leonardo M. Balala, CESE OIC-SDS, Tacurong City Lead Discussant: Dr. Melinda A. Rivera, Chief FTAD Discussant Members: All RO Chiefs and Regional Education Supervisors Documenter: Shirley G. Saur, REPS Process Observer: Grace Patrice Mondragon, REPS
10:30-11:00	Sultan Kudarat	Dr. Raphael C. Fontanilla, CESO V SDS, Sultan Kudarat Lead Discussant Fatima I. Adza, Chief ASD Discussant Members: All RO Chiefs and Regional Education Supervisors Documenter: Gerardo O. Magno, REPS Process Observer: Rogelio P. Radaza, REPS
11:00-11:30AM	Kidapawan City	Romelito G. Flores, CESO VI OIC-SDS, Kidapawan City Lead Discussant Dr. Glenn A. Bisnar, Chief PPRD Discussant Members: All RO Chiefs and Regional Education Supervisors



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		Documenter: Nida Lumunsad, REPS Process Observer: Walid S. Abdula, REPS
11:30-12:00NN	Summary of Results of the 2nd Quarter RMEPA	Luz Lalli L. Ferrer Chief QAD
Program Facilitators: Agney C. Taruc, REPS and Emily F. Enolpe, REPS		
12:00-1:30PM	LUNCH with USEC Alain Del B. Pascua Office of the Undersecretary for Administration	
1:30-4:00PM	Education Agenda and Priorities	Alain Del B. Pascua Undersecretary for Administration
4:00-6:00PM	Regional Office PROGCOM Meeting regarding the Results of the 2nd Quarter RMEPA	RO Functional Division Chiefs and all Regional Education Program Supervisors
6:00-7:30PM	Dinner	
August 18, 2017 – 3rd REGIONAL MANAGEMENT COMMITTEE MEETING		
6:00-6:30AM	Breakfast	
6:30-7:00AM	Tree Growing	Agney C. Taruc REPS
7:00-7:30AM	Registration	
7:30-9:00AM	Preliminaries Invocation Welcome Remarks Introduction of the Participants, Guests and Officials Introduction of the Keynote Speaker MESSAGE	Hon. Steve C. Solon <i>Governor, Sarangani Province</i> Dr. Evelyn R. Fetalvero, CESO V <i>OIC-Asst. Regional Director</i> Dr. Arturo B. Bayocot, CESO V <i>OIC-Regional Director</i> Alain Del B. Pascua <i>Undersecretary for Administration</i>
9:00-2:00PM	RMANCOM Proper	
9:00-9:10AM	Call to Order Approval of the Previous Minutes of the Meeting	Dr. Arturo B. Bayocot, CESO V <i>OIC-Regional Director</i>
Regional Office Chiefs' Time (10-minutes per FD Chief)		
9:10-9:20	Results and Agreement of the 2 nd Quarter RMEPA; Newly Approved Public and Private Schools; Updates on the Conduct of 2017 Principals' Test	Luz Lalli L. Ferrer <i>Chief, QAD</i>
9:20-9:30	Updates on HRDD 2 nd Quarter Meeting	Dr. Heria S. Abpi <i>Chief, HRDD</i>
9:30-9:40AM	Updates on Marawi City Brigada Eskwela Initiative	Dr. Napoleon J. Gio <i>Chief, ESSD</i>



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9:40-9:50AM	Updates on 2016 BERF Research and LIS/EBEIS Updating	Dr. Glenn A. Bisnar <i>Chief, PPRD</i>
9:50-10:00AM	Updates on Curriculum and Learning Management	Macario O. Ontal <i>Chief, CLMD</i>
10:00-10:10AM	Updates on Field Technical Assistance	Dr. Melinda A. Rivera <i>Chief, FTAD</i>
10:10-10:20AM	Updates on Administrative Matters – PRIME HR	Fatima I. Adza <i>Chief, ASD</i>
10:20-10:30AM	Updates on Finance Matters	Ma. Lourdes A. Sanchez <i>Chief, FD</i>
10:30-11:15PM	Asst. Regional Director's Time	Dr. Evelyn R. Fetalvero, CESO V <i>OIC-Asst. Regional Director</i>
11:15-12:15PM	RD's Time	Dr. Arturo B. Bayocot, CESO V <i>OIC-Regional Director</i>
12:15-1:00PM	LUNCH	
1:00-2:00 PM	Continuation – RD's Time	Dr. Arturo B. Bayocot, CESO V <i>OIC-Regional Director</i>
2:00-2:10PM	Adjournment	



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Enclosure 2: Class Observation School Assignment

Class Observation School Assignment

Cluster	Schools for Observation	Grade Level & Subject	Responsible	
			SDOs	Regional Office
Cluster A	Glan School Of Arts and Trade	Junior HS Tech-Voc Senior HS Tech-Voc	Cotabato Province	Team Leader: Dr. Melinda A. Rivera, FTAD Chief Gilda Orendain, REPS (Documenter) Magdaleno Duhilag, Jr., REPS
Cluster B	Glan Central SPED Center	SPED VI – Filipino SPED V – English SPED III – Math	Kidapawan City and Sultan Kudarat	Team Leader: Luz Lalli L. Ferrer, QAD Chief Josie Teofila N. Quijano, REPS (Documenter) Emily F. Enolpe Suzanne B. Berba
Cluster C	Glan Padidu NHS	Senior HS – Aqua Culture Senior HS – Academic	General Santos City	Team Leader: Macario O. Ontal Nida Lumunsad, REPS (Documenter) Arturo D. Tingson, REPS Grace Patrice Mondragon, REPS
Cluster D	Roque Adarna IS	Grade 7 – Science Grade 7 – Math	Tacurong City & South Cotabato	Team Leader: Ma. Lourdes A. Sanchez, Finance Chief Gilbert Barrera, REPS Norman A. Valeroso, REPS (Documenter) Walid S. Abdula
Cluster E	Glan Padidu Central	Grade III – MTB_MLE Kinder	Koronadal City	Team Leader: Dr. Heria S. Abpi, HRDD Chief Josenette P. Brana, REPS (Documenter) Jade Palomar, REPS Regan B. Dagadas, REPS
Cluster F	Hadji Musa IS	Grade II ArPan Junior HS Filipino English	Sarangani Province	Team Leader: Dr. Napoleon J. Gio, ESSD Chief Agney C. Taruc, REPS Gerardo O. Magno, REPS Shirley S. Bulosan, REPS (Documenter)
Cluster G	Young ES	Kinder Grade IV – ESP	Cotabato City	Team Leader: Dr. Glenn A. Bisnar, PPRD Chief Joelita A. Aguilar, REPS (Documenter) Rogelio P. Radaza, REPS Kathrine H. Lotilla, PDO IV



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Enclosure 2: 2nd Quarter RMEPA Toolkit

TOOLKIT FOR 2nd QUARTER RMEPA
Theme: Enrolment and Senior High School Implementation

To ensure a comprehensive Completed Staff Work (CSW), this toolkit serves as data analysis tool designed to facilitate quantitative and qualitative analysis. It outlines the process questions to be used by the Region and Divisions to systematically document the initial progress of the department programs. Questions are arranged to reveal and explain the results, why and how these can be remedied and/or sustained. Maximize the use of dashboards and segmentation in presenting the results. This **2nd Quarter RMEPA** is specifically designed to document progress of **enrolment and Senior High School implementation** specifically the curriculum support systems.

I. Program Implementation Progress

1. Present the **S-Curve** of the overall physical accomplishment and utilization of each program identified below:
 - IP and Muslim Education, Special Education, TechVoc Education, Science Technology and Engineering, Multigrade Education, School Feeding Program, Support Program for the Arts & Sports (SPA/SPS), Adopt-A-School Program and ALS, BUB Projects – LGSF-DepEd, Reading Program;
2. Present the **S-Curve** of the total number of schools implementing the **Enhanced School Improvement Plan** against the total number of existing schools
3. Highlight program or outputs that were delayed and explain causes of delay. Suggest adjustments.
4. Explain causes of poor utilization of resources and suggest how these can be mitigated.
5. Highlight **Most Significant Change stories** regarding the contribution of programs and projects to the lives of the learners, teachers, school and education stakeholders.
6. If needing assistance to facilitate program implementation, ask assistance from the **RO or CO. Be specific in the assistance or actions needed from RO/CO.**

II. Overall Division Performance

- A. Focus on the overall division performance on enrolment
- B. Analyze, present and discuss the 3 SYs (SY 2015-2016 to SY 2017-2018) indicators on:



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- Enrolment rate (Elementary, Junior High School and Senior High School)

A. Provide a comparative analysis of enrolment for 3 SYs (SY 2015-2016 to SY 2017-2018) of recipient schools implementing the identified programs. Pinpoint the segment/s needing focus. The following are samples:

- I. Year to year analysis of growth in enrolment
- II. Type of schools to determine which segment or type of school needs support in improving enrolment rate
- III. Learner groupings such as gender; and age.

B. Explain the increase or decrease trend

Analysis/Explanation

- **Significant Increase**

1. *If enrolment is increasing, what areas/ school registered the highest significant increase? Is the division increase consistent with the region-wide increase in enrolment?*
2. *What external factors contributed to such increase?*
3. *What internal factors contributed to the increase? Please specify programs, policies, and initiatives of DepEd.*

- **No significant Increase**

1. *Why is there no significant increase in enrolment? What are the hindering external factors?*

- **Decrease in Enrolment**

1. *What areas/schools are suffering from decreasing enrolment in the last three years?*
2. *What are the barriers or external factors that prevented school age learners to access schooling? Calamity? Conflict? Changes in environment (Please specify)*
3. *What are the bottlenecks or internal factors that contributed to the decreasing enrolment? Were there policies that excluded some learners in enrolling school? Please specify.*
4. *What were the limitations of existing programs on enrolment? Please specify.*
5. *Resources. Please specify and describe limitations in resources.*



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III. Division Senior High School Implementation

- Focus on the overall division senior high **school profile and curriculum support systems progress**
- Analyze, present and discuss the following data:
 - Public and Private Grade 10 completers of SY 2016-2017 versus Grade 11 Enrolment of SY 2017-2018
 - Total number of Grade 11 Enrollees of SY 2017-2018 (Secondary) disaggregated by public and private schools and SUCs; and
 - SHS enrolment public, and private schools and SUCs, by gender/track/strand
 - SHS Enrolment of public, private schools and SUCs disaggregated Grade 10 completers of SY 2017-2018, RBEC graduates, PEPT, A&E, and PVT Passers
 - Total number of public, and private schools and SUCs Program Offering by Track and Strand.

IV. Highlight curriculum support systems or outputs that were delayed or with issues and explain causes of delay and issues. Suggest adjustments particularly on:

A. Status on the total number of SHS teachers requirement per track/strand and specialization versus SHS Teacher items created and filled/deployed and trained by rank

- *Present and discuss total number of SHS teacher hired and trained disaggregated as displaced HEIs faculty and internal DepEd teachers.*
- *In terms of SHS teacher shortages, present and discuss total number of JHS teachers teaching in SHS by learning area;*
- *Discuss issues on why there are still unfilled SHS teacher items; and*
- *Highlight issues on hiring and deployment of SHS teachers*

V. Agenda affecting program design, policy, standard, system and technical assistance needed.

- *Provide suggestions on how to improve programs on access/enrolment to minimize effects of external factors.*
- *Suggest actions or measures that will address the limitations or weaknesses of DepED programs.*
- *Suggest new policies and/or enhancements in DepEd policies and systems related to enrolment.*



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