



Republic of the Philippines
Department of Education
REGION XI
SCHOOLS DIVISION OF DIGOS CITY

OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT

September 16, 2021

DIVISION MEMORANDUM
No. 542, s. 2021

ATTENDANCE TO THE CAPACITY BUILDING PROGRAM ON MONITORING AND EVALUATION (M&E) FOR EDUCATION LEADER OF REGION XI

To: Assistant Schools Division Superintendent
 Chief Education Supervisors (CID & SGOD)
 Concerned Public Schools District Supervisors
 All Education Program Supervisor
 PRME Head
 SMM&E Personnel
 Concerned Elementary & Junior/Senior High School Heads
 Concerned Elementary & Junior/Senior High School Master Teachers
 All Others Concerned

- The Regional Office, through the Quality Assurance Division (QAD), will conduct a **Capacity Building Program on Monitoring and Evaluation (M&E) for Education Leaders of Region XI** via **Google Meet** on **September 20-24, 2021 (Batch 1)** and **September 27 to October 1, 2021 (Batch 2)**. The purpose of the activity is to: a) orient all participants on the DepEd Framework on Monitoring and Evaluation (M&E) and the M&E Systems; b) harmonize the implementation of School Monitoring, Evaluation, and Adjustment (SMEA); c) capacitate PSDS', school heads/principals, and master teachers for the implementation of DisMEA, SMEA, and QATAME for Learning and Development Programs and other PAPs in the district and school levels; and d) identify a pool of QATAMA Associates/
- As such, the following participants shall represent this Division during this activity. The identified participants are also required to confirm their attendance through this link: tinyurl.com/RegMEtrng on **September 15-18, 2021**:

Name	Position	School/Office
Batch 1: September 20-24, 2021		
1. Clarence S. Pillerin, EdD	PSDS	Secondary Clustered Schools
2. Patriotiso O. Penas	PSDS	Mt. Apo District
3. Eleser D. Mateo	EPS II-SMM&E	PRME
4. Aimee Amor C. Porto	Principal (JHS)	Soong NHS
5. Rizza L. Villaluna, EdD	Principal (SHS)	Goma NHS
6. Mr. Aldin Barsalote	Principal (Elementary)	Rizal CES
7. Mr. Edward Paller	Principal (Elementary)	Matti ES
8. Mary Joy D. Albalate	Master Teacher - JHS	DiCNHS
9. Rodel L. Pagayon	Master Teacher - JHS	DiCNHS
10. Leilani T. Senires, PhD	Master Teacher - SDS	SHS in Digos City
11. Mizraim May P. Rebuta	Master Teacher – Elem.	Pedro V. Basalan ES
12. Jay Ann Roldan	Master Teacher – Elem.	Dawis ES
13. Ailyn Joy S. Almacin	Master Teacher – Elem.	Bagumbuhay ES

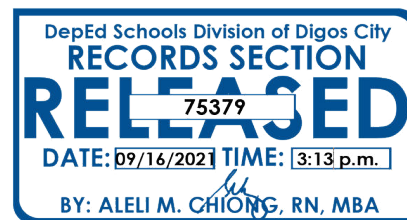




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3. The **SGOD** and **CID Chiefs** as well as the **Education Program Supervisors** of the Schools Division Offices **are required to attend** the capacity building activity on **September 27, 2021**.
4. Schools Division Offices are directed to conduct this capacity building program up to the school level, taking due consideration of their capability and capacity in the light of the national health emergency brought about by the COVID-19 pandemic. The Quality Assurance Division will be monitoring the conduct of the said activity.
5. Attached is the Regional Memorandum No. 054, s. 2021 Capacity Building Program on Monitoring and Evaluation (M&E) for Education Leaders of Region XI, for your reference.
6. For immediate dissemination and strict compliance.

CRISTY C. EPE ^{9/16/2021}
Schools Division Superintendent



Records

RECORDS FILE



Republic of the Philippines
Department of Education
DAVAO REGION

Office of the Regional Director

September 10, 2021

REGIONAL MEMORANDUM
No. 054, s. 2021

**CAPACITY BUILDING PROGRAM ON MONITORING AND EVALUATION
(M&E) FOR EDUCATION LEADERS OF REGION XI**

To : Assistant Regional Director
Schools Division Superintendents
RO Chiefs of Functional Divisions
This Region

1. This Regional Office through the Quality Assurance Division (QAD) will conduct a **Capacity Building Program on Monitoring and Evaluation (M&E) for Education Leaders of Region XI via Google Meet on September 20-24, 2021 (Batch 1) and September 27 - October 1, 2021 (Batch 2).**
2. This **online activity** aims to:
 - orient all participants on the DepEd Framework on Monitoring and Evaluation (M&E) and the M&E System;
 - harmonize the implementation of School Monitoring, Evaluation and Adjustment (SMEA);
 - capacitate PSDSs, school heads/principals and master teachers for the implementation of DisMEA, SMEA, and QATAME for Learning and Development Programs and other PAPs in the district and school levels; and
 - identify a pool of QATAME Associates.
3. The activity matrix, list of participants, speakers/trainers/facilitators and members of the technical working group are in the hercin enclosures;
4. Participants to this activity shall be selected in accordance with the hereunder criteria:
 - a. have attended trainings related to M&E;
 - b. can facilitate the conduct of virtual trainings and are familiar with the various online platforms; and
 - c. can assure commitment and participation to the conduct of roll-out activities in the SDOs/District Offices/Schools as off-shoot activities to this capacity building program.



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5. Each participant is required to confirm his/her attendance through this link: finyurl.com/RegMEfrng on September 15-18, 2021.
6. Participants from the Regional Office shall only attend the activity on **September 20, 2021**.
7. The Chiefs of SGOD and CID and the Education Program Supervisors of the Schools Division Offices are required to attend on **September 27, 2021**.
8. Schools Division Offices are directed to conduct this capacity building program up to the school level, taking due consideration of their capability and capacity in the light of the national health emergency brought about by COVID-19 pandemic. As program owner, the Quality Assurance Division and in coordination with the concerned SDO, is mandated to monitor said activity.
9. A planning conference spearheaded by the QAD with the facilitators and members of the technical working group (TWG) shall be conducted via **Google Meet on September 14, 2021 at 9:00 in the morning**.
10. Immediate dissemination and appropriate action of this Memorandum is earnestly enjoined.

ALLAN G. FARNAZO
 Director IV

ROQ4/bsb

DEPARTMENT OF EDUCATION - DOR
 RECORDS SECTION

RELEASED

By: E. 0921-5914
 Date: 9.13.21 Time: 7:52 PM



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Enclosure to Regional Memorandum No. 054, s. 2021

Enclosure A: PARTICIPANTS:

BATCH 1: September 20-24, 2021

- * Participants from the Regional Office shall only attend the activity on September 20, 2021.
- * The Chiefs of SGOD and CID and the Education Program Supervisors of the Schools Division Offices are required to attend on September 27, 2021.

SDO	Master Teacher		Principal/SH		PSDS	QATAME Associate/DMEA Focal Person	TOTAL
	Elem.	JHS/SHS	Elem.	JHS/SHS			
IGACOS	3	3	2	2	2	1	13
Panabo City	3	3	2	2	2	1	13
Digos City	3	3	2	2	2	1	13
Davao Del Sur	4	4	2	2	2	1	15
Davao Occidental	3	3	2	2	2	2	14
Davao De Oro	4	4	2	2	2	1	15
REGIONAL OFFICE						EPS and Program Owners with Chief	
CLMD							11
HRDD&NEAP							5
FTAD							2
ESSD							3
PPRD							3
FD							2
ASD							2
PMT							7
Top Management							2
TWG							9
TOTAL							129

BATCH 2: September 27 to October 1, 2021

Office	Master Teacher		Principal/SH		PSDS	EPS with SGOD and CID Chiefs	QATAME Associates/ DMEA Focal Person	TOTAL
	Elem.	Secondary	Elem.	Secondary				
Davao City	9	9	3	3	6		2	30
Tagum City	3	3	2	2	2		1	12
Mati City	3	3	2	2	2		2	12
Davao Oriental	5	5	2	2	4		1	18
Davao Del Norte	5	5	3	3	4		1	20
SGOD and CID Chiefs & Education Program Supervisors of the 11 SDOs						13 per SDO		143
PMT								8
Top Management								2
TWG								9
TOTAL								254



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Official Receipt Number: AJA19-0227



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Enclosure to Regional Memorandum No. 054, s. 2021

Enclosure B: SPEAKERS/LEARNING FACILITATORS/TRAINERS AND FACILITATORS, and POWER HOUSE

Maricel Bayangos, EdD
 Chief, PRDD
 DepEd Central Office

Ronnie P. Guiloay, EdD
 EPS, QAD/M&E Focal Person
 DepEd, Region 02

Rhea Liza Valmores
 M&E Focal Person
 DepEd, Carcar City Division
 Region 7

Liezle C. Padua
 SEPS M&E
 Mati City
 Region XI

Brenda S. Belonio, EdD
 EPS, QAD/RMFA&QATAME Focal Person
 Region XI

Herminia A. Bantiding, PhD
 EPS, QAD
 Region XI

QATAME WORKSHOP FACILITATORS	
Maflor J. Dingal, EdD	EPS, QAD
Aifeo B. Ingay, EdD	EPS, QAD
Ma.Flora C. Arcenal	QATAME Associate, Davao City
Liezle C. Padua	QATAME Associate, Mati City
Arnel F. Labasan	QATAME Associate, Davao Del Norte
Arlene Lubrano	QATAME Associate, IGACOS
Allan Limbadan	QATAME Associate, Davao Oriental
Mamely Jane A. Bernal	QATAME Associate, Davao De Oro
Rollan P. Inis	QATAME Associate, Tagum City
Eleser P. Mateo	QATAME Associate, Digos City
Boubert Dumagan	QATAME Associate, Davao Del Sur
Rommel V. Jayoma	QATAME Associate, Panabo City
Mercy Paglinawan	QATAME Associate, Mati City
Elvis Ryan Millan	QATAME Associate, Davao Occidental
Hazel M. Disabelle	QATAME Associate, Davao Occidental
Leah C. Saavedra	QATAME Associate, Davao City



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Enclosure C: Technical Working Group (IWG)

Platform Technical Management:	Eugene Dorado Teachers, BCNHS, Davao City Jose Carlos Fernandez Teachers, CNHS, Davao City ICTU Staff DepEd, ROXI
Program and Invitation:	Brenda S. Belonio, EdD- EPS, QAD Ivy M. Labog- Teacher, Davao City Eugene Dorado- Teacher, Davao City
Attendance and Registration:	Ma. Lolita U. Buquia- Teacher, Davao City Janice Abrea, Teacher- Davao City
Plaque and Certificates:	Khristine Pamaylaon- Teacher, Davao City Ivy M. Labog- Teacher, Davao City Puriflor M. Limjuco - Staff, QAD Josephine Alaba - Staff, QAD
Virtual Hosts:	Jonathan Caminade Teacher, Davao City
e-Learning Materials:	Niño Lito R. Salvan - Teacher, Davao City Ivy M. Labog – Teacher, Davao City
Training Manager and Assessment In-Charge:	Brenda S. Belonio, EdD EPS, QAD
Activity Proceedings/ Accomplishments/CIGPs	Ma. Lolita U. Buquia- Teacher, Davao City Janice Abrea- Teacher, Davao City
Monitoring of Outputs and Dashboard:	Emmanuel B. Clarion – Principal I, Davao De Oro Niño Lito R. Salvan - Teacher, Davao City Jonathan Caminade- Teacher, Davao City Ma. Lolita U. Buquia- Teacher, Davao City Janice Abrea- Teacher, Davao City
Online QATAME:	Ma. Flora C. Arcenal, Allan Limbadan, Arnel Labasan, and Mercy Paglinawan QATAME Associates



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Enclosure to Regional Memorandum No. 084, s. 2021

Enclosure D: TRAINING MATRIX

Day 1 (Batches 1&2)

- September 20&27, 2021

TIME	TOPIC	IN-CHARGE/ RESOURCE SPEAKER/LF
8:00-9:00	Opening Program	RTWG
9:00-9:30	•Rationale and Training Mechanics •Pretest	Brenda S. Belonio, EdD EPS, QAD
9:30-12:00	Monitoring and Evaluation (M&E) System	Mariel Bayangos, EdD Chief, PRDD DepEd Central Office
12:00-1:00	Health Break	
1:00-5:00 PM	District Monitoring, Evaluation and Adjustment (DisMEA) *Data Collection, Data Interpretation, Data Analysis, M&B Task, Utilization of Data	Liezel C. Padua SEPS M&E Mati City
	QATAME Online Evaluation	The participants

Day 2 (Batches 1&2)

- September 21&28, 2021

TIME	TOPIC	In-charge/ RESOURCE SPEAKER
8:00-8:30	MOL	Participants
8:30-12:00	School Monitoring, Evaluation and Adjustment (SMEA)	Rhea Liza Valmores Education Program Specialist II Carcar City, Region 7
12:00-1:00	Health Break	
1:00-5:00	Workshop on School Monitoring, Evaluation and Adjustment (SMEA)	Rhea Liza Valmores Education Program Specialist II Carcar City, Region 7
	QATAME Online Evaluation	The participants



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Day 3 (Batches 1&2)

- September 22&29, 2021

TIME	TOPIC	In-charge/ RESOURCE SPEAKER
8:00-8:30	MOL	Participants
8:30-12:00	QATAME Session 1: QATAME Process, Kirkpatrick's Levels of Evaluation, and DepEd Training Standards	Brenda S. Belonio, EdD EPS, QAD/QATAME Focal Person Region XI
12:00-1:00	Health Break	
1:00-3:30	QATAME Session 2: Creating an Online QATAME Evaluation Tool with Workshop	Ronnie P. Guiloay, EdD EPS, QAD/QATAME Focal Person Region 02
3:30-5:00	QATAME Session 3: Creating Link and QR Codes of the Online QATAME Evaluation Tool with Workshop	
	QATAME Online Evaluation	The participants

Day 4 (Batches 1&2)

- September 23&30, 2021

TIME	TOPIC	In-charge/ RESOURCE SPEAKER
8:00-8:30	MOL	Participants
8:30-12:00	QATAME Session 4: Designing an Online tool aligning with the training matrix with workshop * Virtual Rooms	Ronnie P. Guiloay, EdD EPS, QAD/QATAME Focal Person Region 02 Workshop Facilitators: QATAMB Associates
12:00-1:00	Health Break	
1:00-2:00	QATAME Session 5: Data Processing and Analysis *Excel Analysis	Ronnie P. Guiloay, EdD EPS, QAD/QATAME Focal Person Region 02
2:00-2:45	QATAME Session 6: processing of Data using a graphical representation of responses	Herminia A. Bantiding, PhD EPS, QAD
2:45-5:00	Session 7: Utilization of Data Session 8: Preparation of QATAME Reports Session 9: QAME Forms	Brenda S. Belonio, EdD EPS, QAD/QATAME Focal Person Region XI
	QATAME Online Evaluation	The participants



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Day 5 (Batches 1&2)

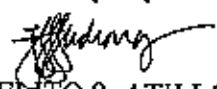
- September 24, 2021 & October 01, 2021

TIME	TOPIC	In-charge/ RESOURCE SPEAKER
8:00-8:30	MOL	Participants
8:30-12:00	QATAME Demonstration *Virtual Rooms	Facilitators: SDO QATAME Focal Persons/Associates Evaluators: Dr. Ronnie P. Guiloay and QAD EPSs
12:00-1:00	Health Break	
1:00-2:30	Making of M&E Action Plan	Brenda S. Belonio, EdD
2:00-3:00	*Presentation of the M&E Plan *Post test	EPS, QAD/QATAME Focal Person Region XI
3:00-4:00	Closing Program	RTWG

Prepared by:


 BRENDIA S. BELONIO, EdD
 EPS, QAD
 Training Manager

Noted:


 JENIELITO S. ATILLO
 Chief
 Quality Assurance Division



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