



Republic of the Philippines
Department of Education

DIGOS CITY DIVISION

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

SGOD-2023-373

To : Assistant Schools Division Superintendent
Chiefs – CID and SGOD
Concerned EPSs and PSDSs
Concerned SGOD Personnel
Concerned Secondary Schools

Subject : MONITORING AND EVALUATION ON THE CONDUCT OF THE
NATIONAL AND REGIONAL LEARNING CAMP

Date : August 15, 2023

In reference to Regional Memorandum No. QAD-2023-057 entitled “*Monitoring and Evaluation on the Conduct of the National and Regional Learning Camp*”, the field is hereby informed about the conduct of monitoring and evaluation by the Regional Office through the Quality Assurance Division for the selected secondary schools of this office on **August 18, 2023, from 1:00 PM to 5:00 PM**. The following are the schools and personnel involved in the activity:

<i>School</i>	<i>Personnel Involved</i>
<i>Team A</i> 1. Goma NHS 2. Balabag NHS	<i>ROXI QAD Personnel:</i> 1. Darly D. Lamentac (EPS) <i>SDO Personnel</i> 1. Gervasio R. Salinas Jr. (EPS) 2. Cherrie Anne B. Bohol (EPS) 3. Cecile C. Uy (EPS II)
<i>Team B</i> 1. DiCNHS 2. Igpit NHS	<i>ROXI QAD Personnel:</i> 1. Ma Cristina B. Dionisio (ROXI QAD) <i>SDO Personnel</i> 1. Tito M. Endrina (EPS) 2. Eleser D. Mateo (PSDS) 3. April A. Alcala (PDO I)

Enclosed is the previously mentioned Regional Memorandum for the details of the activity.

Transportation expenses relative to the conduct of the said activity shall be charged against local funds, subject to the usual accounting and auditing rules and regulations.



Address: Roxas cor. Lopez Jaena Street, Zone II, Digos City (8002)
Telephone Nos.: (082) 553-8375; (082) 553-8396



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For information and strict compliance.

Melanie F. Estacio
MELANIE F. ESTACIO
Assistant Schools Division Superintendent
Officer-in-Charge
Office of the Schools Division Superintendent *M*

Enclosed: As stated.
CID/PSDS/EDM

DepEd Schools Division of Digos City
RECORDS SECTION

RELEASED
23-104791

DATE: AUG 16 2023 TIME: *1:00 pm*

BY: *[Signature]*



Address: Roxas cor. Lopez Jaena Street, Zone II, Digos City (8002)
Telephone Nos.: (082) 553-8375; (082) 553-8396

27-22690



Republic of the Philippines
Department of Education
DAVAO REGION

Office of the Regional Director

REGIONAL MEMORANDUM

QAD-2023-057

To : Assistant Regional Director
Schools Division Superintendents

Subject: MONITORING AND EVALUATION ON THE CONDUCT OF THE NATIONAL
AND REGIONAL LEARNING CAMPS

Date : August 11, 2023

1. Pursuant to **DepEd Order No.014, s. 2023: "Policy Guidelines on the Implementation of the National Learning Camp" and Regional Memo CLMD-2023-397: "Implementation of National Learning Camp"** this Regional Office through the Quality Assurance Division (QAD) will conduct the Monitoring and Evaluation (M&E) to Schools Division Offices on August 15-25, 2023 relative to the National Learning Camp and the Regional Learning Camp.

2. The M&E activity aims to:

- ensure proper implementation of the guidelines and policies of the National Learning Camp;
- provide technical assistance to Schools Division Offices and schools;
- gather, interpret, and analyze quantitative and qualitative data on the implementation of the National Learning Camp;
- come up with recommendations based on the interpretation and analysis of gathered data which might be helpful in the formulation of policy recommendations, policy action/policy review, and the continual improvement of the NLC; and
- ensure the interfacing of the Regional Office (QAD and CLMD) and Schools Division Offices through SGOD-SMME and CID relative NLC matters.

3. Schools Division Offices through SGOD SMME Unit are directed to submit an **M and E accomplishment report (consolidated with quantitative and qualitative data)** with interpretation, analysis and recommendations Quality Assurance Division via email address: roxiqadbsb@gmail.com on or before **September 12, 2023**.



Address: F. Torres St., Davao City (8000)
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4. The Matrix for the monitoring teams, monitoring tool and the template for the consolidated M&E reports are in the herein enclosures.
5. A **planning conference with QAD, SMME Unit** shall be conducted via Google Meet **on August 14, 2023 at 3:00 in the afternoon**. Meeting link shall be sent through the official DepEd email address of the concerned personnel.
6. Travel expenses, board and lodging, and incidental expenses of all participants to the aforementioned activity shall be charged against local funds subject to the usual accounting and auditing rules and regulations.
7. For information and strict compliance.

ALLAN G. FARNAZO
Director IV



RECORDS SECTION
RELEASED
BY: 
Date: Aug. 15, 2023
22690

ROQA/bsb





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Enclosure to Regional Memorandum No. QAD-2023-056

Enclosure A: Matrix of the Monitoring Team

SDO	RO Monitoring Team	SDO Monitoring Team	School Monitoring Team
Davao City	• QAD Chief	• SGOD Chief	• School Principal
Digos City	• CLMD Chief	• CID Chief	• School M&E Coordinator
Davao Del Sur	• QAD EPSs	• CID EPSs in:	• School Learning Camp Coordinator
Davao Occidental	• CLMD EPSs in:	-English	• School Coordinators in English, Reading, Mathematics and Science
IGACOS	-English	-Reading	
Panabo City	-LR	-LR	
Tagum City	-Mathematics; and	-Mathematics; and	
Davao Del Norte	-Science	-Science	
Davao De Oro		• SEPS, SMME	
Mati City		• ESP2, SMME	
Davao Oriental		• PSDSs	

Enclosure B: Accomplishment/Consolidated/Completion Report Template

Activity Documentation Report

Contents

Part 1 Background Information

- A. Rationale of the Activity
- B. Objectives of the Activity
- C. Expected Outcome and Results
- D. **Quantitative Data with interpretation and analysis of data:** Summary Profile of the NLC Offering, Participating Schools, teachers, learners, program advocacy, camp readiness, health and safety protocols, teaching and learning resources and facilities, teaching and learning pedagogies, assessment of learners and teachers, teacher's professional development, M&E mechanism, and TA mechanism
- E. **Qualitative Data with interpretation and analysis of data:** Issues/Concerns/Critical incidents encountered and action taken, good/best practices





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Enclosure to Regional Memorandum No. QAD-2023-056

- Issues/Concerns/Critical incidents encountered

Issues/Concerns/Critical incidents encountered		Action Taken	
Operational Issue	Policy Issue	operational	Policy

- good/best practices

F. Recommendations based on the interpretation and analysis of data gathered in M&E for policy recommendations, policy action/policy review, and continual improvement of the NLC

Part II Annexes

- A. Raw data
- B. Photo Documentation

Prepared by:

SEPS, SMME

Noted:

Chief, SGOD

Recommending Approval:

ASDS

Approved:

SDS





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Enclosure to Regional Memorandum No. QAD-2023-056

Enclosure C: NLC Monitoring Tool

**NATIONAL LEARNING CAMP (NLC)/REGIONAL LEARNING CAMP (RLC)
 MONITORING TOOL
 School Year 2023-2024**

Division:		District:	
School:		School ID No.:	
Name of School Head:		Contact No.:	
Name of PSDS:		Contact No.:	

School Offering:

Instruction: Tick (/) the school offering

	NLC/RLC Offering		NLC/RLC Offering
	Intervention Camp		Remedial Classes
	Consolidation Camp		Enrichment Activities
	Enhancement Camp		

Level

_____ Primary _____ Elementary _____ JHS
 _____ Secondary _____ SHS _____ IS

I. National Learning Camp Program

a. Enrollment of Learners

Grade Level	Number of Learners in Enhancement Camp			Number of Learners in Consolidation Camp			Number of Learners in Intervention Camp			OVERALL TOTAL
	Male	Female	Total	Male	Female	Total	Male	Female	Total	
7										
8										
TOTAL										

b. Number of Teachers' Volunteer

Grade Level	Number of Teachers in Enhancement Camp			Number of Teachers in Consolidation Camp			Number of Teachers in Intervention Camp			OVERALL TOTAL
	Male	Female	Total	Male	Female	Total	Male	Female	Total	
7										
8										
TOTAL										



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II. End of School Year Activities (Regional Learning Camp) Program

a. Enrollment of Learners

Grade Level EXCEPT Grades 7&8	Number of Learners in Remediation Program			Number of Learners in Intervention Program			Number of Learners in Enrichment Program			OVERALL TOTAL
	Male	Female	Total	Male	Female	Total	Male	Female	Total	
K										
1										
2										
3										
4										
5										
6										
9										
10										
11										
12										
TOTAL										

b. Number of Teachers' Volunteer

Grade Level EXCEPT Grades 7&8	Number of Teachers in Enhancement Camp			Number of Teachers in Consolidation Camp			Number of Teachers in Intervention Camp			OVERALL TOTAL
	Male	Female	Total	Male	Female	Total	Male	Female	Total	
K										
1										
2										
3										
4										
5										
6										
9										
10										
11										
12										
TOTAL										



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III. NLC/RLC Implementation:

Instructions: Put a check mark (/) on the appropriate column for every indicator observed. Kindly put additional information (if there is any) of every indicator in the REMARKS column.

INDICATORS	Evident	Not Evident	REMARKS
A. Program Advocacy			
a. Orientation of Internal and External Stakeholders on the conduct of NLC			
b. Advocacy Materials (Tarpaulin, Flyers, Leaflets, Posters, Social Media announcements/ campaign			
c. Involvement/Support of stakeholders (LGU, parents, alumni, CSOs, NGOs			
c. Bulletin/Public Information Board			
B. Camp Readiness (Documents/Information)			
a. List of learner's profile in: Enhancement Consolidation Intervention			
b. Parents' Consent			
c. Teachers' Letter of Intent			
d. Adequate teachers to learners' ratio (1:35)			
e. Approved Camp Program Design with Matrix			
f. Composition of NLC/RLC Team			
g. NLC Guidelines/Issuance			
C. Health and Safety Protocols			
a. Health and Safety Plan			
b. Evacuation Plan posted in conspicuous places			
c. Camp Vicinity Map posted in conspicuous places			
d. Availability of health and safety materials (first-aid kits, rescue materials such as spine board and splints, thermal scanner, face-masks, alcohol/ hand sanitizer, etc.)			
e. Presence of Response Team: School Clinic In-Charge/School Nurse DRRM personnel SDO health personnel Barangay/city/municipal health personnel			
f. Safety and Security Team: PNP, Security Guard, Tanod, Others			



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g. Solid waste management and segregation system			
h. Institutionalizes mental health and wellness intervention mechanism			
j. Functional washing facilities			
k. Functional drinking facilities			
D. Teaching and Learning Resources and Facilities			
a. Learning space conducive for learning camp activities			
b. Learning facilities			
c. Camp Assembly Area			
d. Weekly Home Learning Plans (WHLPs)/Lesson Log/Activity Plan for Grades 1-6, 9-11			
e. Lesson Plans for Grades 7- 8 (provided by CO)			
f. Workbooks for Grades 7- 8 (provided by CO)			
g. List of least mastered competencies in Grades 1-11 in:			
Reading			
Mathematics			
Science			
English			
h. Budget of Work for all Grade Levels across all camps			
i. Localized learning materials			
j. Indigenized LMs			
k. Contextualized LMs			
l. Non-print materials i.e. slide decks, video clips, and e-resources			
m. Attendance Sheets			
n. Teacher's Monitoring sheet for learners' progress in each camp			
E. Teaching and Learning Pedagogies			
a. Used fun-based activities			
b. Active involvement of learners in the given activities			
c. Implemented the Learning Plan/Lesson Plan sequentially			
d. Learning space that motivate learners' quality outcomes			
e. Others, pls. specify			





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F. Assessment			
Learners			
a. Assessment Tools (Pre and Post Assessment)			
b. Learners' outputs for formative assessment			
c. Learners' outputs for summative assessment			
d. Answer Sheets			
e. Consolidated Results of Pre-Test per learning area, per grade and section level.			
f. Rubrics of portfolio assessment			
g. Learner's Portfolios			
h. Learners' Journal			
Teachers			
Teacher's Self-Assessment reports like journal or reflection which focuses on:			
a. Pedagogical skills			
b. Collaboration for teaching			
G. Teacher's Professional Development			
a. Capacitated teachers in STEM-R for Remediation, Intervention and Enrichment Activities			
b. Learning Action Cell (LAC) Plan			
c. LAC Implementation Report			
d. Mentoring and Coaching Report			
H. Monitoring and Evaluation (M&E) Mechanism			
a. Composition of M&E Team (RO, SDO, District, School)			
b. M&E Tool/s in the implementation of the NLC			
c. M&E Tools in the SLAC sessions			
d. M&E Report/s			
I. Technical Assistance (TA) Mechanism			
a. List of Teachers provided with Technical Assistance (TA)			
b. TA Plan			
c. TA provided by SDO			
d. TA provided by RO			
e. TA report			

Issues/Concerns/Critical Incidents Encountered: *(May use additional sheets)*



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Action Taken:

Best Practices:

Suggestions for Improvement:

Disclaimer: all data gathered in this M&E tool will be subjected with the data privacy law and will be used for NLC program purposes only.

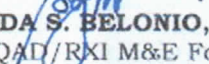
Monitored by:

Date: _____

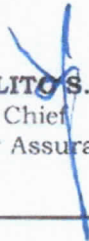
Conformed:

School Head

Prepared by:


BRENDA S. BELONIO, EdD
EPS, QAD/RKI M&E Focal Person

Noted:


JENIELITO S. ATILLO
Chief
Quality Assurance Division



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