



September 7, 2016

Division Memorandum

No. 457 Series 2016

CONDUCT OF SCHOOL/ DISTRICT MONITORING EVALUATION AND ASSESSMENT

To : All School Heads Public Elem and Sec. Schools
SMEA/ ICT Coordinators

1. This is in connection with the conduct of School/District Monitoring, Evaluation and Assessment activities for the 1st quarter of S.Y. 2016-2017 per RM 0224, s. 2016.

SMEA – August 29- Sept. 2, 2016

DsMEA _Sept. 5 - 9, 2016

DMEA - Sept. 12 - 16, 2016

RMEA follows after the DMEA

2. **This Office** is reminding all schools to submit hard copies in one folder containing the following:

- Activity Completion Report with pictures
- Presentation program
- Attendance sheet
- Suggestions & Recommendations
- Issues and other concerns
- SMEA Consolidated Tool results (old and new tools/templates)- email to your cluster consolidators

3. **The following** are the District and Cluster Coordinators with their email ad and assigned school to consolidate :

A. Pergamino annabelle.pergamino@deped.gov.ph – Tiptip, Manga, Taloto & Ubujan ES

S. Cacho – sarah.trigo@deped.gov.ph _ Cogon, Eastern Cogon, Booy and Booy Soth ES

LM. Go lynlee_marie@yahoo.com _ TCCES, SPED, SSES, Cabawan and San Isidro ES

M.F. Pingal- mafe.bondalo@deped.gov.ph _ City East, Dampas, Bool, Dao & Mansasa ES

Edgar Fernandez – edgar.fernandez.deped.gov.ph

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Romeo Baliling myokzb@yahoo.com.ph

Alberto Tibod dobitri@yahoo.com

4. For your information, guidance and compliance.

VIRGINIA C. ZAPANTA, Ed.D, CESO V
Schools Division Superintendent