



Republic of the Philippines
Department of Education
REGION VII - CENTRAL VISAYAS
DIVISION OF CITY SCHOOLS - TAGBILARAN CITY

**Office of the Schools Division
Superintendent**

DIVISION MEMORANDUM
MEMORANDUM
No. 236 s. 2024

April 2, 2024

**CHANGES IN THE MONITORING TOOL FOR THE SCHOOLS IMPLEMENTING
ALTERNATIVE DELIVERY MODE (ADM) AS PROVIDED IN DO 037,S.2022
FOR SY 2023-2024**

To: Public Elementary and Secondary School Heads
All Others Concerned

1. This is in reference to OASOPS Memorandum No. 2023-209, dated October 23,2023 regarding the reactivation of the monitoring tool for the schools implementing Alternative Delivery Mode (ADM).
2. School Heads are reminded to monitor and report to the Division Office and Regional Office the schools that suspended in-person classes and implemented alternative delivery modes in cases stipulated in DepEd Order No.37, 2022 including unfavorable weather and environment until the end of School year 2023-2024.
3. In this regard, this Office would like to request the regular submission of progressive data on the aforementioned to be monitored by the Regional Office and the Office of the Assistant Secretary for Operations, which may be filled out through the updated link: tinyurl.com/R7ADM.
- 4 Please READ the attached Guidelines in Filling Up the Monitoring Sheet.
5. The required information must be updated accordingly once changes in the learning modality are implemented. Avoidance of unintentional modification shall be followed to prevent loss of data.
6. Data gathering shall start on April 3,2024 (Wednesday).
7. For immediate dissemination, and compliance with this Memorandum is desired.

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ANNEX A
GUIDELINES IN FILLING UP THE MONITORING SHEET

1) School Name

- a) Locate the school/s implementing Alternative Delivery Mode by using the Ctrl+F function.
- b) The list of schools in the monitoring sheet was obtained from LIS data as of January 31, 2024. Should there be any school not included in the list, kindly add it at the end.
- c) DO NOT delete any school in the list. Should there be any school to be deleted from the list, kindly indicate "For Deletion: [REASON]" in the Remarks column.

2) The recording of schools implementing Alternative Delivery Mode, Online Distance Learning, and Blended Learning are separate. In this regard:

- a) No. of Learners Affected and No. of Classes Affected
 - i) The numbers encoded should only reflect the totals of learners attending classes that are implementing MDL, ODL, and Blended Learning under their respective sections.
 - ii) DO NOT put non-numerical values in this column. Likewise, only one numerical value must be encoded within one cell.
- b) K to 12 Dropdown Boxes
 - i) Under the Alternative Delivery Mode section:
 - (1) Choose "Yes" if the Grade Level/s are implementing MDL only. Choose "No" if otherwise.
 - ii) Under the Online Distance Learning section:
 - (1) Choose "Yes" if the Grade Level/s are implementing ODL only. Choose "No" if otherwise.
 - iii) Under the Blended Learning section:
 - (1) Choose "Yes" if the Grade Level/s are implementing Blended Learning only. Choose "No" if otherwise.

3) Reasons for Modular/Online/Blended Distance Learning

- a) Input a brief, one to two-sentence description of the reason why the school concerned is implementing distance learning. For ease of monitoring, do not use unnecessary abbreviations.

4) Start and End Dates

- a) Use the exact date when filling-up the sheet.
- b) Use the following format for all dates to be encoded: non-abbreviated month, day, year in full (e.g. March 12, 2024).
- c) For Start Dates:
 - i) Input the date that the school has started implementing distance modality.
 - ii) For schools with Grade Levels implementing distance modality at different start dates, only the earliest date of implementation should be encoded.
- d) For End Dates:
 - i) Input the planned/estimated date that the school will end its implementation of distance modality.
 - ii) For schools with Grade Levels implementing distance modality at different estimated/planned end dates, only the latest end date of implementation should be the date encoded.

5) Remarks

- a) Use this column to indicate any important points not covered by the other parts of the sheet.
- b) Indicate a breakdown, when applicable, of schools with Grade Levels implementing distance learning at different start/end dates.

Other Important Notes:

1. Ensure that you are in the correct Schools Division Sheet, especially for Provincial and City Schools Divisions which share similar names (e.g. SDOs Pangasinan I and Pangasinan II, SDOs Batangas and Batangas City, SDOs Cavite and Cavite City)
2. DO NOT make any edits to the monitoring sheet other than the details stated above.
3. Double-check each entry made in the sheets.
4. Once a school's implementation of MDL/ODL/Blended Learning has ended, kindly delete the entries made on the corresponding row.