



qno-046

**Republic of the Philippines**  
**Department of Education**  
REGION IV-A CALABARZON  
CITY SCHOOLS DIVISION OF THE CITY OF TAYABAS

---

21 SEPTEMBER 2020

DIVISION MEMORANDUM  
No. 133 s. 2020

**DIVISION WEBINAR ON CRAFTING M&E TOOLS SPECIFIC FOR EVERY PPAS**

To: OIC-Assistant Schools Division Superintendent  
Chief Education Supervisors  
Heads, Public Elementary and Secondary Schools  
Heads, Unit/Section  
All Others Concerned

1. In reference to DepEd Order 44 s. 2010 known as "Adoption of KRT 3: Quality Assurance and Accountability Framework" and DepEd Order No. 44, s. 2015 "Enhanced School Improvement Plan", each school must have established a School Monitoring and Evaluation System. In view of this, this office announces the conduct of Division Webinar on Crafting M & E Tools Specific for every PPAs on September 24-25, 2020
2. The objectives of this activity are:
  - a. Institutionalize the School Monitoring and Evaluation System implementation;
  - b. Craft different M&E tools for every PPAs;
  - c. Appreciate the importance of M&E system in every school.
3. The participants to this webinar are School Heads, Department Heads, SBM Coordinators and select SDO personnel, List of participants is attached in the enclosure.
4. All participants are requested to register at <https://tinyurl.com/craftingtools> on or before September 23, 2020 at 5:00PM. The link for this webinar shall be emailed via DepEd email account to the participants on September 23, 2020.
5. Refer to the enclosure for the technical working group and the list of participants.
6. For the guidance and information of all concerned.

**ANIANO M. ODAYON, CESO V**  
Schools Division Superintendent



Brgy. Poto, Tayabas City



(042) 710-0329 or 797-0773



[tayabas.city@deped.gov.ph](mailto:tayabas.city@deped.gov.ph)



<https://depedtayabas.com/>



Encl.:

As stated

Reference:

DepEd Order No.44,s.2010

DepEd Order No.44,s.2015

To be indicated in the Perpetual Index under the following subjects:

SBM

Monitoring and Evaluation



Brgy. PotoI, Tayabas City



(042) 710-0329 or 797-0773



[tayabas.city@deped.gov.ph](mailto:tayabas.city@deped.gov.ph)



<https://depedtayabas.com/>





Enclosure 1

TECHNICAL WORKING GROUP

Over-all Chairperson:

Aniano M. Ogayon, CESO V

Co - chairpersons:

Maylani L. Galicia

Dr. Edwin R. Rodriguez

<b>Committee</b>	<b>Chairperson/s</b>	<b>Terms of Reference</b>
Program Preparation	Maria Corazon A. Borbon	<ul style="list-style-type: none"> <li>➤ Plan on the conduct of the Program</li> <li>➤ Prepare Program design</li> <li>➤ Identify the facilitator/resource speaker and TWG</li> <li>➤ Coordinate with the top management regarding the conduct of the webinar</li> </ul>
Documentation	Luzviminda E. Saldares	<ul style="list-style-type: none"> <li>➤ Document the day's activities from the opening until the closing program</li> <li>➤ Prepare and submit complete report including photo taken (Narrative Report)</li> </ul>
Moderator	Nicole May Lagar	<ul style="list-style-type: none"> <li>➤ Coordinate with the program committee in managing the time during program execution.</li> <li>➤ Host the webinar proper</li> <li>➤ Moderate Q and A and presentation of outputs</li> </ul>
QAME	Joan Kathleen Brizuela	<ul style="list-style-type: none"> <li>➤ Conduct QATAME and gather feedback</li> </ul>
Logistics	Fideliza V. Lucas	<ul style="list-style-type: none"> <li>➤ Prepare logistics and other resources needed in the implementation of the webinar.</li> <li>➤ Gather data and information and analyze and come up with recommendations for endorsement to the SGOD Chief</li> </ul>
Technical	Kendrick Cabriga	<ul style="list-style-type: none"> <li>➤ Prepare the platform for the webinar</li> <li>➤ Prepare/collect and take charge in playing</li> </ul>



Brgy. Poto, Tayabas City



(042) 710-0329 or 797-0773



tayabas.city@deped.gov.ph



<https://depedtayabas.com/>





		audio-visual presentations and materials to be used during the webinar ➤ Manage unexpected technical system glitches
Certificate	Jerome Javin	➤ Prepares e-Certificate of Participation.

### PARTICIPANTS

SDO/ SCHOOL	SCHOOL HEAD, DEPARTMENT HEAD AND SBM COORDINATOR	SEX
Alsam Elem School	Melinda A. Buncayo	F
Eugencio Francia ES	Larvin O. Labrada	M
Busal Elem School	Adrian N. Naynes	M
Dapdap Integrated School	Cherry G. Hugo	F
Domoit Elem School	Ingrid A. Palad	F
East Palale ES	Corazon M. Oabel	F
F.E. Lopez ES	Girlye A. Abaricia	F
Gibanga Elem School	Alona C. Crisanto	F
Ilasan Elem School	Teresa Andaya	F
Ipilan-Alitao ES	Leonora L. De Rama	F
Kalumpang ES	Waldymar E. Pasacsac	M
Katigan-Alupay ES	Arlene D. Pagana	F
Lakawan Elem Sch	Natalia A. Andaya	F
Lalo Elem School	Luz A. Pacaigue	F
Lawigue Elem Sch	Rowena O. Sabiduria	F
Malao-a/Calantas ES	Alita C. Rodriguez	F
Masin Elem Sch	Roderick O. Hugo	M
Mate Elem School	Jeffrey G. Dimailig	M
North Palale ES	Elpidia C. Palayan	F
Pandakake ES	Wenefredo B. Baylango	M
Potol Elem Sch	Cecilia R. Pingol	F
South Palale ES	Julieta M. Labita	F
Tayabas East CS I	Joy B. Go, Ph.D.	F
Tayabas West CS I	Ronan R. Ranillo	M
Tayabas West CS II	Lea A. Cosico	F
Tayabas West CS III	Dennis O. Labita	M
Tayabas West CS IV	Leah Clado	F
Valencia Elem Sch	Aldwin Capistrano	M
Wakas Elem School	Patria D. Cabrera	F
West Palale ES	Honesto P. Caagbay Jr.	M
West Palale NHS	Evelyn R. Palambiano	F



Brgy. Potol, Tayabas City



(042) 710-0329 or 797-0773



tayabas.city@deped.gov.ph



<https://depedtayabas.com/>





RQMNHS	Michael M. Safred	M
Luis Palad NHS	Dr. Gener C. Delos Reyes	M
	Dr. Geraldine Constantino	F
	Maricel Abella	F
	Ma. Aillen Averila	F
	Cynthia Zorilla	F
	Madel Rubia	F
	Nezci Garcia	F
	Wilma Zaide	F
	Erico Ybardolaza	M
	Lorena Saul	F
	Alfonso Mabuting	M
	Hilda Caagbay	F
	Donabelle Sumilang	F
	Cecilia R. Pingol	F
	Mary Grace M. Cabili	F
Buenaventura Alandy NHS		
Alsam Elem School	Clarine Reyes	F
Dapdap Integrated School	Nerissa Cablaida	F
Domoit Elem School	Jaymark Pabilonia	F
East Palale Elem School	Elizabeth B. Maranan	F
EFES	Lyra R. Nanez	F
FELES	Maria Consuelo H.Figuerroa	F
Gibanga Elem School	Luzviminda Cabili	F
Ilasan Elem School	Maria Rosele Javin	F
Ipilan-Alitao Elem School	Maida Yanela	F
Kalumpang Elem School	Roselle B. Bides	F
Lakawan Elem School	Glenda A. Capistrano	F
Lawigue Elem School	Maria Donna Andaya	F
Lalo Elem School	Abbiegail A. Nanez	F
Malao-a/Calantas Elem School	Janedel Caban	F
Masin Elem School	Princess Camelle Roces C. Roces	F
Mate Elem School	Disnne Charish A. Cabuyao	F
North Palale Elem School	Rochelle Ibarrola	F
Pandakake Elem School	Merielle Bang-asan	F
Potol Elem School	Lalaine T. Calabano	F
South Palale Elem School	Maria Paz T. Jamilano	F
TECS	Marian Flores	F
TWCS 1	Esmeralda Quesea	F
TWCS 2	Lorynel De Sagun	F
TWCS 3	Babylyn T. Olandes	F
TWCS 4	Roshayne V. Marcellana	F
Valencia Elem School	Maria Magdalena Nanez	F
West Palale Elem School	Raquel H. Reyes	F
Wakas Elem School	Flora P. Puchero	F
Rosario Quezada MNHS	Ronan Thaddeus De los Santos	F
West Palale NHS	Ofelia T. Jastiva	F



Brgy. Potol, Tayabas City



(042) 710-0329 or 797-0773



tayabas.city@deped.gov.ph



tayabas.depedr4a.net



Luis Palad Integrated HS	Raymund O. Hugo	M
Buenaventura Alandy NHS	Joel De la Cruz	F

