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

6 SEP 2022

DIVISION MEMORANDUM

No. 558 s. 2022**CONDUCT OF THE RAPID LITERACY AND NUMERACY ASSESSMENT**

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

- Pursuant to the School Calendar for SY 2022-2023 and in support to the MAGITING Program of the Division and the goals of AGUYOD for learning recovery, this Office, through the Curriculum Implementation Division, enjoins all schools to conduct the RAPID Literacy and Numeracy Assessment from 12 to 16 September 2022.
- The objectives of this activity are as follows:
 - To implement data-driven learning recovery strategies
 - To promote assessment-driven instruction for accelerated learning
 - To establish baseline information to inform policies and decisions
- Orientation on the implementation of the assessment will be on Wednesday, 7 September 2022 at 9:00 am.
- Participants to this activity are the School Heads, Division Testing Coordinator, and School Testing Coordinators.
- Schedule of the conduct of the implementation of the assessment are as follows:

Grade Level	Modality	Learning Areas	Date	Time
Kindergarten	Face to Face	Literacy in Filipino Literacy in English Numeracy Social and Emotional Learning	13 Sep 2022	8:00 – 12:00 1:00 – 5:00
1	Face to Face	Literacy in Filipino Literacy in English Numeracy Social and Emotional Learning	14 Sep 2022	8:00 – 12:00 1:00 – 5:00
2	Face to Face	Literacy in Filipino Literacy in English Numeracy Social and Emotional Learning	15 Sep 2022	8:00 – 12:00 1:00 – 5:00
3	Face to Face	Literacy in Filipino Literacy in English Numeracy Social and Emotional Learning	16 Sep 2022	8:00 – 12:00 1:00 – 5:00



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4	Online	Filipino English Science Mathematics	13 Sep 2022	8:00 – 12:00 1:00 – 5:00
5	Online	Filipino English Science Mathematics	14 Sep 2022	8:00 – 12:00 1:00 – 5:00
6	Online	Filipino English Science Mathematics	15 Sep 2022	8:00 – 12:00 1:00 – 5:00
7	Online	Filipino English Science Mathematics	13 Sep 2022	8:00 – 12:00 1:00 – 5:00
8	Online	Filipino English Science Mathematics	14 Sep 2022	8:00 – 12:00 1:00 – 5:00
9	Online	Filipino English Science Mathematics	15 Sep 2022	8:00 – 12:00 1:00 – 5:00
10	Online	Filipino English Science Mathematics	16 Sep 2022	8:00 – 12:00 1:00 – 5:00
11	Online	Reading and Writing General Mathematics Earth Science (STEM) Earth and Life Science (GAS, HUMSS, TVL)	13 Sep 2022	8:00 – 12:00 1:00 – 5:00

6. Schools are requested to submit a copy of the logistics for the conduct of the assessment. A copy of the school plan sheet is attached as Enclosure 1.
7. Terms of Reference of RAPID Assessment TWG is attached as Enclosure 2.
8. Expenses relative to the conduct of the RAPID Literacy and Numeracy Assessment are chargeable against local funds/MOOE subject to the usual accounting and auditing rules and regulations.
9. For more information about this activity, contact Jerome A. Chavez or Christian J. Bables, Education Program Supervisors, on their Messenger accounts, Jerome Abang Chavez or Sirchris Bab, respectively.
10. Immediate dissemination of this memorandum is desired.


NATIVIDAD P. BAYUBAY, CESO VI
 Schools Division Superintendent

Reference:
Text

To be indicated in the Perpetual Index under the following subjects:
 Assessments
 Foundational Learning
 Numeracy



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Enclosure 1.
SCHOOL IMPLEMENTATION PLAN FOR RAPID ASSESSMENT

Name of School:

Name of School Head:

Name of School Testing Coordinator:

Grade Level	Section	Proctors (Adviser/ Teacher)	No. of Learners Enrolled			No. of Actual Test Takers		
			Male	Female	Total	Male	Female	Total
Kindergarten		Grade 1						
1		Kindergarten						
2		Grade 3						
3		Grade 2						
4		Grade 6						
5		Grade 4						
6		Grade 5						
7		Grade 10						
8		Grade 9						
9		Grade 8						
10		Grade 7						
11 (Academic)		Grade 11 (TVL)						
11 (TVL)		Grade 11 (Academic)						

Prepared by:

School Testing Coordinator

Noted:

School Head
Signature Over Printed Name



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Enclosure 2. Terms of Reference

Assessment Service Providers

- Provide assessment materials
- Conduct orientation for the School Heads and Proctors
- Respond to all queries and clarifications from School Heads
- Coordinate with Division Focals
- Prepare results and analysis

Education Program Supervisors

- Monitor the conduct of the implementation of the RAPID Assessment
- Prepare and submit monitoring report

School Heads

- Attend orientation meeting
- Prepare, accomplish, and submit the *School Implementation Plan for RAPID Assessment*
- Assign proctors for each grade level
- Ensure that all learners take the assessment
- Ensure the smooth flow of the conduct of the implementation of the activity
- Ensure the safety of all personnel involved and learners during the conduct of the assessment

Proctors

- Administer the RAPID Assessment for Literacy and Numeracy as scheduled
- Manage the assessment room
- Accomplish and submit necessary documents as maybe required on the conduct of the activity
- Follow the AITF health and safety protocols



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