



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

27 Oct 2023

DIVISION MEMORANDUM

No. 591 s. 2023

**MONITORING OF EARLY LANGUAGE, LITERACY AND NUMERACY (ELLN)
DIGITAL COURSEWARE IMPLEMENTATION**

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

1. Relative to **DepEd Order No. 12, s. 2015, RE: Guidelines on the Early Language, Literacy, and Numeracy (ELLN) Program**: Professional Development Component, and the Division Relaunching of ELLN Digital Courseware on December 1, 2022, and in support to the Division Learning Recovery Program for Accelerated Learning especially on literacy and numeracy, this office through the Curriculum Implementation Division (CID) announces the monitoring of the implementation of the ELLN Digital Courseware in schools.
2. The activity aims to validate the implementation of the ELLN Digital Courseware through School Learning Action Cells (SLACs) and ensure that the said blended course for K to 3 be completed before the school launching of the ELLN focusing on the Science of Reading (SoR).
3. Through this course with 15 lessons grouped into five modules, the teachers should be able to (1) explain the principles of early language, literacy, and numeracy development and instruction, (2) discuss the components of balanced literacy and numeracy instruction, and (3) plan and implement balanced literacy and numeracy instruction for K-3 learners.
4. Attached are Enclosure 1 - monitoring schedule with monitoring officials and, Enclosure 2 - monitoring tool.
5. Expenses relative to this activity shall be charged against local funds subject to the usual accounting and auditing rules and regulations.
6. For further details, you may contact L. C. Richelle F. Quintero, ELLN Focal through luzvimindacynthiarichelle.quintero@deped.gov.ph

7. Immediate dissemination of this memorandum is desired.

For:

CELEDONIO B. BALDERAS JR.
Schools Division Superintendent

By:


ANTONIO P. FAUSTINO JR.
OIC-Assistant Schools Division Superintendent

Encl.: As stated

References: DepEd Order No. 12, s. 2015
ELLN Digital Courseware

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

ELLN
Literacy
Numeracy
K-3

CID – Monitoring of Early Language, Literacy and Numeracy (ELLN) Digital Courseware Implementation
None/Oct 27, 2023

Enclosure 1

**EARLY LANGUAGE, LITERACY AND NUMERACY (ELLN)
DIGITAL COURSEWARE IMPLEMENTATION**

SCHEDULE OF MONITORING

	MONITORING OFFICIALS						
	DR. CHRISTIAN J. BABLES DR. JEROME A. CHAVEZ				RICHELLE F. QUINTERO MILDRED Z. GALLEN		
DATE	SCHOOLS						
Nov 14-16 and Nov 21	Alsam IS	South Palale ES	North Palale ES		East Palale ES	West Palale ES	Mate IS/ Busal IS
	Katigan-Alupay ES	Ilasan IS	Lawigue ES		Pandaka ke IS	Valencia ES	Masin ES
	Tayabas West CS I	Tayabas West CS III	Tayabas West CS IV		Lalo ES	Dapdap IS	Lakawa n ES
	Domoit ES	Froilan E. Lopez ES	Mayuwi CS		Wakas ES	Tayabas West CS II	Tayabas East CS
	Eugenio Francia IS	Potol ES	Kalumpang ES		Ipilan-Alitao ES	Malao-a/ Calantass ES	Gibanga ES

Enclosure 2

**EARLY LANGUAGE, LITERACY AND NUMERACY (ELLN)
DIGITAL COURSEWARE IMPLEMENTATION**

MONITORING TOOL

School _____ **Date of Monitoring** _____

Part I.

No. of Recipient Teachers who Completed the ELLN Digital Courseware				Date of Completion
	Male	Female	Total	
Required				
Kinder				
Grade 1				
Grade 2				
Grade 3				
Optional				
Grade 4				
Grade 5				
Grade 6				
Total				

No. of Teachers who have not yet Completed the ELLN Digital Courseware				Agreed Target date of Completion
	Male	Female	Total	
Required				
Kinder				
Grade 1				
Grade 2				
Grade				
Optional				
Grade 4				
Grade 5				
Grade 6				
Total				

Part II.

INDICATORS	EVIDENT	NOT EVIDENT	REMARKS
The SH organized the ELLN Team.			

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The SH/ ELLN Coordinator conducted the orientation on the relaunching of ELLN Digital Courseware.			
The SH/ ELLN Coordinator retrieved/ distributed the soft copy of the ELLN Digital Courseware.			
The SH provided free materials to teachers for the conduct of ELLN SLACs.			
The SH/ ELLN Coordinator created a filing system for the SLAC Activities/ Assignments (Outputs) [hard copy and/or soft copy].			
The SH/ ELLN Coordinator prepared a LAC/ Action Plan.			
The SH/ ELLN Coordinator set the timeline for the completion of the ELLN Digital.			
The SH/ ELLN Coordinator assigned LAC Leader/ LACF/ Rapporteur, etc. for the SLAC Sessions.			
The SH/ ELLN Coordinator set appropriate time/ schedule for the SLAC Sessions.			
The SH monitored the conduct of ELLN Digital SLACs.			
The teachers prepared the materials, reflection notes, personal and group action plans as instructed in the Courseware.			
The LAC Team followed the timeline as written in the plan.			
The teachers/ LAC Members has completed the Teacher Engagement Report prepared after each session.			
The SH/ ELLN Coordinator/ LAC Leader has completed the LAC Accomplishment report prepared after each session.			
The SH/ ELLN Coordinator collected/ showcased the best outputs.			
The teachers applied their knowledge gained from the course as shown by the impact on learning/ learner's performance in his class.			
The SH/ ELLN Coordinator reviewed the Teacher Engagement Reports for the adjustment and improvement of the school ELLN program, and further research. (ELLN/Reading/ Numeracy Program/Latest Innovation/ Latest Best Practice)			
The SH/ Reading Coordinator prepared a summary of teachers who participated and completed the ELLN Digital Courseware.			
The School has completed the implementation of the ELLN Digital Courseware through SLACs.			
The School is ready for the next ELLN Program focusing on Science of Reading (SoR).			

Part III.

Completed Modules with Reports and Teacher Outputs				
Module	Lesson	Mark Check (✓) if Implemented	Date of SLAC Session	Remarks
M1- Foundations of Early Language and Literacy Development and Instruction Lesson	L1- The K-3 Learner in the Context of K-12: Who are We Teaching?			
	L2-The Domains of Literacy: What Do We Teach?			
	L3-Early Literacy Instruction; How Do We Teach?			
M2- Literature-Based Instruction	L1- Children's Literature in the K-3 Classroom			
	L2- Developing in the Learner a Love of Story			
	L3- Developing Comprehension			
M3- Developing Skills through Explicit Instruction	L1- Teaching Language			
	L2- Teaching Phonics			
	L3- Teaching Writing			
	L4- Teaching the Content Areas			
M4- Assessing Reading Performance	L1-Assessing reading Performance Using Classroom-Based Assessment Tools			
	L2- Planning for Specialized Literacy Instruction			
M5- Early Numeracy Instruction	L1- How K-3 Children Learn Math			
	L2- Teaching K-3 Math			
	L3- Assessing and Addressing Children's Needs in Math			

Part IV.

Other Issues and Concerns

Signature Over Printed Name
Monitoring Official

Signature Over Printed Name
School Head

Signature Over Printed Name
Monitoring Official