



Republic of the Philippines  
**Department of Education**  
REGION I  
SCHOOLS DIVISION OF VIGAN CITY

**DIVISION MEMORANDUM**

No. 331, s. 2024

**PARTICIPATION IN THE ONSITE MONITORING ON THE RESULTS OF  
TECHNICAL ASSISTANCE(TA) INTERVENTIONS**

To: Assistant Schools Division Superintendent  
Chief Education Supervisors  
All Others Concerned

1. In reference to Regional Memorandum No.1243, s. 2024, the Department of Education – Regional Office 1 (DepEd-RO1) through the Regional Field Technical Assistance Division shall conduct an **Onsite Monitoring on the Results of Technical Assistance Interventions** at the SDO Conference Hall on **October 18, 2024**. The exact time will be communicated via messenger of the participants.

2. The activity aims to:

- track the progress of the TA activities conducted to SDOs;
- verify that the technical assistance is achieving its intended objectives and making a positive impact in the organization; and
- use the monitoring results to inform future TA activities and decision-making processes

3. The participants in the activity are as follows:

- Assistant Schools Division Superintendent
- Chief Education Supervisors (CID and SGOD)
- SDO TA Coordinators
- SDO Focal Persons of PMIS, BEMEF, and HRD
- Program Owners
- Education Program Supervisors who participated in the Capacity Building on Instructional Leadership Training (ILT),

4. Please provide a copy of all approved M&E Plans and Implementation Plans for SY 2024-2025 to the SGOD-SMME Section on or before October 16, 2024. Further, concerned TA providers are requested to accomplish the Status of TA Plan using the following link: <https://tinyurl.com/ViganTAPlan>.

5. Enclosed are the approved TA Plan and Regional Memorandum No. 1243, s. 2024 for your reference.

6. Immediate dissemination of this Memorandum is desired.

**VILMA D. EDA, CESO V**  
Schools Division Superintendent

sgod/smr



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**TECHNICAL ASSISTANCE(TA) PLAN**

Bottlenecks, Lags, Issues and Concerns(BLICs)	Possible/Root Causes	TA Interventions /Activities	Objectives	Persons/Office Involved	Expected Output	Timeline Specific(Date)	Resources Needed
Unable to reach 100% Net Enrolment Rate (NER) for Kindergarten	<p>There are learners enrolled to other nearby public and private schools adjacent to Vigan City</p> <p>Decrease in the age 5 population due to effective birth population control of Population Commission</p>	Facilitation Assistance in school mapping by disseminating to the schools the list of incoming Kindergarten learners and projected population by brgy from PSA.	To increase NER of Kinder	SGOD/CID	Increased number of Kinder learners	Aug 2024-Mar 2025	M & E Tool Training materials, List on Incoming Kindergarten Learners from DSWD Result of Census from PSA
High secondary school leaver/dropout rate	Lack of interest Family problem	Systematic monitoring and intervention for learners who are No Longer Participating in Activities(NLPAs)	<p>1. To assist the school heads and teachers on the proper conduct of guidance and counselling and home visitation.</p> <p>2. To assist school heads on forging partnership and linkages.</p> <p>3. To exert efforts to bring them back to school and sustain their regular attendance.</p>	SGOD/CID	Decreased number of dropouts	Aug-Dec 2024	M & E Tool Training materials

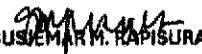
<p>Presence of non-readers and frustration reading levels</p>	<p>Lack of mastery on the foundational literacy skills such as phonological awareness, phonics, and vocabulary Lack of academic interest, absence of physical classes during pandemic, ineffective delivery of learning, and economic and health issues</p>	<p>Training Facilitation Assistance Mentoring and Coaching Analysis and interpretation of assessment results</p>	<ol style="list-style-type: none"> <li>1. To monitor and evaluate the conduct of reading initiatives of schools.</li> <li>2. To improve SDC initiated reading program and interventions</li> <li>3. To enhance the capability of school heads and reading teachers in implementing the School Based Reading Programs</li> <li>4. To conduct quarterly meetings on kumustahan with the reading coordinators to discuss challenges and issues on reading</li> <li>5. To encourage teachers to conduct research relative to reading.</li> <li>6. To conduct in depth analysis and interpretation of the reading assessment results.</li> </ol>	<p>CID</p>	<p>Improved reading levels and performance of learners</p>	<p>Aug - Dec 2024</p>	<p>Assessment Tools, Materials for Training</p>
<p>Low achievement in NAT (English, Science and Mathematics)</p>	<p>Shifting of the curriculum from content-based to skills based on the design of the NAT . The 21st century skills measure varying levels which are focused on problem solving, information literacy and critical thinking were not fully mastered by the learners as reflected in the results of the assessment.</p>	<p>L and D Activities focusing on 21st century skills Utilization of SME equipment in the teaching and learning Intensification of the LAC sessions on IMs, teaching strategies and assessments</p>	<ol style="list-style-type: none"> <li>1. To conduct training workshop on English, Science and Mathematics</li> <li>2. To use fun-filled activities in teaching</li> <li>3. To conduct collaborative expertive sessions</li> <li>4. To develop LRs that targets least mastered competencies</li> <li>5. To monitor application of learning from L&amp;D activities</li> </ol>	<p>CID</p>	<p>Improved NAT performance in ESM Improved performance in ESM</p>	<p>Aug 2024- Mar 2025</p>	<p>Monitoring and Evaluation Tool</p>

M & E Systems not fully institutionalize	Not fully established M & E and Implementation Plans	Training Mentoring and Coaching Program Implementation Review	1. To strengthen the M & E System 2. To Link M and E System in the performance assessment	SGOD/CID	Strengthened M & E system	Aug 2024-Mar 2025	M & E Tool Implementation Plan
No school in the elementary has a functional SGC	Lack of documentary requirements Limited time to upload in the system.	Mentoring and Coaching, Orientation	1. To conduct mentoring and coaching to the school heads and SGC Officers	SGOD/CID	Increased number of schools with functional SGC	Aug 2024-Mar 2025	Checklist of SGC Functionality Indicators
Revised SBM	Revised SBM Policy just released	Orientation Training Mentoring and Coaching Facilitation Assistance	1. To orient SDO Validation Team and School (School Heads and School SBM Coordinators) 2. To validate potential Schools SBM Level III	SGOD/DFTAT	Improved SBM Level of practice of schools	Aug 2024-Mar 2025	SBM Assessment Tool
Some schools need assistance on the inspection of classrooms in need of repair, assessment on the building structures and in the crafting of program of works	Old buiding structures; inability to do POW and assessment at the school level	Provide TA to schools related to physical facilities through ocular inspection and building structure assessment	1. To conduct site inspection and appraisal to schools 2. To assess and ensured the structural integrity of schools 3. To conduct monitoring and inspection on the school building projects(new construction and facilities repair	SGOD-Physical Facilities Division	1. Conducted site inspection 2. Assessed and ensured structural integrity of schools 3. Conducted monitoring and inspection on the school building	Aug 2024-Mar 2025	M and E Tool

Newly assigned School DRRM Coordinators are not fully oriented or capacitated on the DRRM PPAs	Transfer of coordinatorships to non-teaching personnel.	Conduct capacity building activities such as orientation and trainings.	To fully capacitate the newly-assigned School DRRM Coordinators on all DRRM PPAs.	1. SGOD 2. School DRRM Coordinator	1. Fully oriented/capacitated School DRRM Coordinators. 2. On time and proper implementation of all DRRM PPAs.	July-August 2024	Training materials and facilitators
Some features of the PMIS are not being utilized	Fast turn-over of the trained personnel in-charge on the PMIS feature not being utilize	Conduct PMIS orientation to program owners	To fully capacitate all the program owners on the features of PMIS and that the key players of the PMIS will collaborate in the implementation of PPAs	SGOD PMIS Key Players	Strengthened the implementation of PMIS	Aug 2024- Mar 2025	Training Materials
School Improvement Plans need to be quality assured	Failed to conduct review and quality assurance to SIPs/AIPs of the schools	-Provide TA to schools based on the SIP Guidebook and tool -Conduct en-banc session to assist the schools in the deficiency of their submitted plans	To provide TA to schools on the revision/appraisal of School Improvement Plan	Division Planning Team, Division Quality Assurance Team	Improved plans of the schools	Aug 2024-Mar 2025	Quality Assessment Tool
Limited Engagement in Action/Basic Research	Insufficient training opportunities, coaching and mentoring.	Organize basic research workshops and coaching/mentoring. Enhance composition of Division Research Advisory Council	To strengthen research culture	SDRC, DRAC	More quality research proposals and studies.	Workshops: Semi-annual, starting September 2024	Training materials Workshop funding

No school was able to meet the standard set in the Wash in Schools(WiNS) 3-star approach	Failed to include as one of the urgent concerns in the school	Orientation of the new WiNS Coordinators	To improve the health and sanitation of the schools	TWG WiNS, School Health and Nutrition Section	Increased number of schools with 3-star rating	Year-round	WiNs Tool
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Prepared by:

  
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 Chief Education Supervisor

APPROVED:

  
**WILMA D. EDA, CESO V**  
 Schools Division Superintendent



Republic of the Philippines  
**Department of Education**  
 REGION I

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 DEPARTMENT OF EDUCATION  
 RECORDS SECTION REGION I  
**RECORDED**  
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 Date OCT 03 2024

**REGIONAL MEMORANDUM**

No. 1243 s. 2024

**MONITORING ON THE RESULTS OF TECHNICAL ASSISTANCE (TA) INTERVENTIONS**

To: Schools Division Superintendents  
 Chiefs of CID and SGOD

1. The Department of Education Regional Office I through the Field Technical Assistance Division (FTAD) in collaboration with the Regional Field Technical Assistance Team (RFTAT) shall conduct onsite monitoring on the results of Technical Assistance (TA) interventions focusing on the following areas: (1) PMIS (2) BEMEF; and (3) Instructional Leadership on October 8, 10 -11, 2024 and October 17-18, 2024.
2. The activity aims to:
  - 2.1 track the progress of the TA activities conducted to SDOs;
  - 2.2 verify that the technical assistance is achieving its intended objectives and making a positive impact in the organization; and
  - 2.3 use the monitoring results to inform future TA activities and decision-making processes
3. Participants of the activity are the ASDSs, CID Chiefs, SGOD Chiefs, SDO TA Coordinators, SDO focal persons of PMIS, BEMEF, and HRD; concerned program owners, EPSs and PSDs who participated in the Capacity Building on Instructional Leadership Training (ILT) for SDOs.
4. Indicated below is the schedule of the above-mentioned activity.

Batch 1	SDOs
October 8, 2024	San Fernando City La Union
October 10, 2024	Dagupan City Urdaneta City Pangasinan II
October 11, 2024	Alaminos City Pangasinan I San Carlos



Flores St., Catbangan, City of San Fernando, La Union

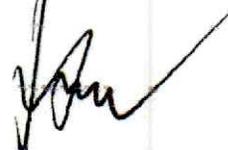
Telephone Nos.: (072) 607-8137/682-2324

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October 17, 2024	Ilocos Norte Batac City Laoag City
October 18, 2024	Ilocos Sur Vigan City Candon City

5. SDOs are requested to reserve a room for a brief meeting.
6. Immediate dissemination of this memorandum is desired.



**TOLENTINO G. AQUINO**  
Director IV 

Encl.: None

Reference: None

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

EDUCATION    SCHOOLS    TECHNICAL ASSISTANCE

FTAD/mvi/RM\_Monitoring\_Results\_TA\_Interventions  
October 2, 2024



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