



Republic of the Philippines
Department of Education
REGION VII – CENTRAL VISAYAS
Schools Division of Cebu Province

**Office of the Schools
Division Superintendent**

DIVISION MEMORANDUM
No. 301 s.,2023

**UNIFIED MONITORING FORM FOR DIVISION FIELD TECHNICAL ASSISTANCE (DFTA)
COMPOSITE TEAMS AND DISTRICT MONITORING PERSONNEL**

To: Assistant Schools Division Superintendent
Chiefs, CID and SGOD
Division Supervisors/Coordinators
SEPS/EPS 2
District Supervisors/OICs
Public and Private Elementary and Secondary Schools

1. The Office hereby informs the field regarding the monitoring activities on the conduct of the NATIONAL LEARNING CAMP (NLC) that started last July 25, 2023 and to end on August 25, 2023.
2. Division Field Technical Assistance Team (DFTA) composite teams and Public Schools District Supervisors are encouraged to conduct monitoring activities.
3. The monitoring personnel are directed to use the monitoring tool attached herein.
4. Traveling, meals, per diem, and other incidental expenses incurred by the DFTA composite teams and the district supervisors relative to the conduct of the said activity shall be chargeable against **Division/local/School MOOE** subject to the usual accounting and auditing rules and regulations
5. This Memorandum serves as Authority **to Travel**.
6. For proper guidance and strict compliance of all concerned.
7. Immediate and wide dissemination of this memorandum is enjoined.

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ASSISTANT SCHOOLS DIVISION SUPERINTENDENT
SENEN PRISCILO P. PAULIN, CESO V
Schools Division Superintendent



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Enclosure

**National Learning Camp (NLC) & Other EOSY Break Activities
Monitoring Checklist & Observations**

Region: _____
 District: _____
 School: _____
 School Head: _____

Division: _____
 PSDS: _____
 School ID No.: _____
 Contact No.: _____

National Learning Camp:	Other EOSY Break Activities:
<input type="checkbox"/> Grade 7	<input type="checkbox"/> Remedial Classes
<input type="checkbox"/> Grade 8	<input type="checkbox"/> Math and Reading Program
	<input type="checkbox"/> Enrichment
	<input type="checkbox"/> Incoming Grade 12

PART I : National Learning Camp

INSTRUCTIONS: Put a check mark (/) on the appropriate column for every indicator. Write additional information under OBSERVATIONS, if necessary.

Indicators	Evident	Not Evident	Observations
A. Program Implementation			
Orientation of Internal and External Stakeholders on the conduct of NLC			
Advocacy Materials (tarpaulin, flyers, leaflets, posters, social media announcements)			
Involvement/support of stakeholders (LGU, parents, alumni, CSOs, NGOs)			
NLC Assessment			
B. Learning Environment			
Conducive classrooms/learning spaces			
Manifestations of inclusive learning			
Safety Protocols and Well-being/ Psychosocial First Aid			
C. Support for Teachers			
Capacity Building for Teachers			
Collaborative Expertise Sessions			
Lesson Plans for Grades 7&8 (provided by CO)			
Lesson Plans for Grades 7&8 (provided by CO)			
Teacher's Notes for Grades 7&8 (provided by CO)			
Resource Books for Grades 7&8 (provided by CO)			
Technical Assistance, if needed			
D. Support for Learners			
Student Workbooks for Grades 7&8 (provided by CO)			
Freebies for learners from partners			
Booths for Fun-filled Educational Activities			

PART II : Other EOSY Break Activities

INSTRUCTIONS: Put a check mark (/) on the appropriate column for every indicator. Write additional information under OBSERVATIONS, if necessary.

Indicators	Evident	Not Evident	Observations
A. Program Implementation			
Orientation of Internal and External Stakeholders on the conduct of other EOSY break activities			
Advocacy Materials (tarpaulin, flyers, leaflets, posters, social media announcements)			
Involvement/support of stakeholders (LGU, parents, alumni, CSOs, NGOs)			
CRLA and RMA Assessment			
B. Learning Environment			
Conducive classrooms/learning spaces			
Manifestations of inclusive learning			
Safety Protocols and Well-being/ Psychosocial First Aid			
C. Support for Teachers			
Collaborative Expertise/LAC Sessions			
Grades 1-3 Reading and Math Teaching Materials			
Materials for Teacher-made Resources			
Technical Assistance, if needed			
D. Support for Learners			
Grades 1-3 Reading and Math Learning and Assessment Materials			
Freebies for learners from partners			
Booths for Fun-filled Educational Activities			
General Comments:			

Disclaimer: all data gathered in this M&E tool will be subjected with the data privacy law and will be used for NLC program purposes only.

Monitored by:

Date: _____

Conformed:

