



Republic of the Philippines
Department of Education
Region II – Cagayan Valley
Schools Division of Nueva Vizcaya

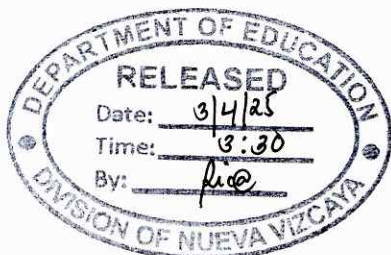
04 March 2025

DIVISION MEMORANDUM
No. 124, s. 2025

**QUARTER 1 DIVISION MONITORING, EVALUATION
AND ADJUSTMENT (DMEA) CONFERENCE**

To: Office of the Assistant Schools Division Superintendent
School Governance and Operations Division Chief
Curriculum Implementation Division Chief
All others concerned

1. To ensure the effective implementation, monitoring, and evaluation of programs, projects, and activities within the Schools Division Office of Nueva Vizcaya, the **Quarter 1 Division Monitoring, Evaluation and Adjustment (DMEA) Conference** shall be conducted on **March 31, 2025**, at the **SDO Conference Hall**.
2. The activity aims to assess the progress of the division's performance indicators, identify challenges encountered, and provide technical assistance to improve efficiency and effectiveness in service delivery.
3. All concerned personnel are required to attend and actively participate in the conference. The list of Offices involved in the Conference and the Program Matrix is attached for reference.
4. Expenses to be incurred during the Quarter 1 DMEA Conference and Review shall be charged to 2025 HRTD Funds subject to the usual accounting and auditing rules and regulations.
5. For your information, guidance and strict compliance.



ORLANDO E. MANUEL PhD., CESO V
Schools Division Superintendent



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Attachment 1. List of Offices involved in the Conference

OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT (11)
• Schools Division Superintendent (1)
• Assistant Schools Division Superintendent (1)
• Administrative Office (5) – Records Officer, HRMO, Supply Officer, Cashier, General Services
• Legal Officer (1)
• IT Officer (1)
• Finance Officers (2) – Accountant, Budget Officer
CURRICULUM IMPLEMENTATION DIVISION (17)
• Chief Education Supervisor (1)
• Education Program Supervisors (9)
• LRMD (3) - Education Program Supervisor, Librarian, Project Development Officer
• ALS Education Program Specialists (2)
• PSDSs/DICs as Presenters (2) – AMBAGUO AND BAMBANG II DISTRICTS
SCHOOL GOVERNANCE AND OPERATIONS DIVISION (16)
• Chief Education Supervisor (1)
• Education Program Supervisor (1)
• Senior/Education Program Specialists (7) – SMME, PAR, HRTD, SMAN
• Planning Officer III (1)
• Project Development Officers (3) – DRRM, YFD
• Engineer III (1)
• Nurse In-charge (1)
• Dentist In-charge (1)
TOTAL TARGET PARTICIPANTS (44)



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Attachment 2 Program Matrix



Quarter 1 DIVISION MEA CONFERENCE

March 31, 2025 | SDO DepEd Conference Hall, Bayombong, Nueva Vizcaya

Time	Activity/Topic	Person In-charge
7:30-8:30	PART I. Preliminaries/Attendance	FMT
9:00 Opening Program	National Anthem	AVP
	Prayer	Roscoe N. Gacusana EdD, SEPS
	Recitation of the Quality Policy	AVP
	Words of Welcome and Statement of Purpose	Adonis C. Ceperez, CESE, ASDS
	Presentation of Participants	
	Message	Orlando E. Manuel PhD., CESO V, SDS
	PART II. MEA REPORTING by Functional Divisions (KRA-BASED)	Adonis C. Ceperez., CESE, ASDS Moderator/Process Owner
	<ul style="list-style-type: none"> • Physical & Financial Accomplishment Report • Unaccomplished Output Report • Value-Added Outputs Report • Implementation Concerns, Issues, Gaps, & Problems (CIGPs) and Proposed Resolutions • Major Programs, Activities, Projects (PAPs) Monitoring • Effective Practices • Adjustment Plan • For the District (Reports shall include data from the SMEA/District Consolidated MEA) – see <i>Annex A</i>. 	Office of the Schools Division Superintendent Maritess E. Vidad, AO V School Governance and Operations Division Romulo S. Ancheta, CES-SGOD Curriculum Implementation Division Maricel S. Franco, CES-CID <i>EPS, CID</i> Hilda D. Aragon PhD <i>EPS, SGOD</i> Melany M. Asuncion PhD <i>AO IV, Records</i> Maricar Valido Ambaguio District Carmelita Pale Edd, District In-Charge Bambang II District Edward M. Santiago, PSDS
	<ul style="list-style-type: none"> • STATUS of PAPs IMPLEMENTATION 	<ul style="list-style-type: none"> • Jeassel J. Alayu, AO V/Budget Officer
Closing Program	Division Management Response/Challenge	Orlando E. Manuel PhD., CESO V, SDS
	Finalization of Quarter 1 DMEA Report	DMEA-TWG
	Evaluation	Project PD Quality TIME (Technology-Integrated Monitoring and Evaluation)
	Closing Prayer	Roscoe N. Gacusana EdD, SEPS
Program Host: Office of the Asst. Schools Division Superintendent School Management, Monitoring and Evaluation (SMME)		



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Annex A. District Reports – *Additional reports from the districts to be presented should include data consolidated from the quarterly School/District MEA Reports)*

A. Access (Item/Row Nos.)

- a. 2 - Total Enrolment
- b. 4 - Total No. of A&E Enrollees (Categorized by level)
- c. 12 - Total No. of Dropouts
- d. 13 - Total No. of Learners at Risk of Dropping Out (SARDO/PARDO)
- e. 14 - No. of SARDO/PARDO Saved
- f. 18 - Private School Junior High School ESC Grantees
- g. 19 - Senior High School Voucher Program Beneficiaries
- h. 22 - Total Number of Learners per Nutritional Status Category

B. Quality (Item/Row Nos.)

- a. 24 - Mean Percentage Score (MPS) of Quarterly Test in all Subject Areas by Grade Level
- b. 25 - Mean Average Rating by Subject Area for the Quarter (Based on SF 10)
- c. 26 - TOTAL No. of Least Learned Competencies based on Quarterly Test Item Analysis
- d. 30 - School Performance in National Assessment (MPS) - (ELLNA, NAT)
- e. 38 - No. of Instructional Supervision conducted by School Head (ref: baseline/target set by SDO)

C. Governance (Item/Row Nos.)

- a. 41 - No. of Percent of Teachers Attended LAC Session
- b. 62 - Child Friendly School System (CFSS) Result
- c. 64 - MOOE Fund 9 (Downloaded and Liquidated)
- d. 65 - Early Registration Enrolment
- e. 70 - No. of School Award/s Received
- f. No. of Training and Development Conducted based on the Plan
- g. No. of Technical Assistance Conducted based on the Plan