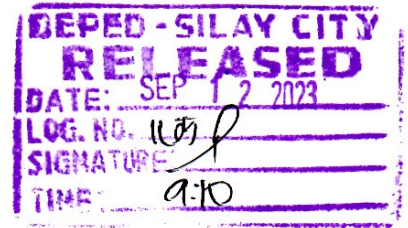




Republic of the Philippines
Department of Education
REGION VI - WESTERN VISAYAS
SCHOOLS DIVISION OF SILAY CITY



September 12, 2023

DIVISION MEMORANDUM

No. 350 s.2023

**THIRD QUARTER SCHOOL MONITORING, EVALUATION AND
ADJUSTMENT (SMEA), and DIVISION MONITORING EVALUATION and
ADJUSTMENT (DMEA) FOR CY- 2023**



TO: OIC-Assistant Schools Division Superintendent
Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
Elementary and Secondary School Heads
All Others Concerned

1. Under the regular quarterly conduct of the Regional Monitoring Evaluation and Adjustment (RMEA), the Schools Division directs the field to conduct the **Third Quarter SMEA on September 25-29, 2023** and **DMEA on October 6, 2023**.
2. The following are the objectives of the activity:
 - a. present the leading indicators and the physical and financial accomplishments for the third quarter of CY 2023.
 - b. identify the major bottlenecks in the delivery of basic education services;
 - c. discuss issues and actions taken.
 - d. customize policies and programs on increasing access, quality, equity and resiliency and well-being;
3. To ensure that accomplishments are supported with proofs or Means of Verification (MOV), a validation activity shall be conducted at least 3 days before the conduct of SMEA and DMEA. The members of the Division Field Technical Assistance Team (DFTAT) shall serve as validators for SMEA with the assistance of school M and E coordinators and the Division Internal M and E for the DMEA.
4. The SMEA shall be done in a face- to- face modality in coordination with their respective Public Schools District Supervisors. The school head shall invite the presence of the external stakeholders like the Parent Teacher Association (PTA) representative, School Governance Council (SGC) representative, school donors, and partners during the activity to promote accountability, transparency in governance, and to intensify the campaign of support for school's continuous improvement.



Republic of the Philippines
Department of Education
REGION VI - WESTERN VISAYAS
SCHOOLS DIVISION OF SILAY CITY

5. On the other hand, DMEA report shall focus on the accomplishment of the SDO Work and Financial Plan, PMIS Status Accomplishment, and status of Program Implementation. The Unit Heads and the Chiefs of the functional divisions shall present the accomplishment, identify issues and concerns on plan implementation, and make plan adjustments to improve the delivery of services to the clientele.
6. The school head shall submit a soft copy of the SMEA report in PDF to their respective PSDS, using the file name format: District_ Name of School (example: 1_SSES).
7. Report and Validation templates shall be forwarded to respective Public Schools District Supervisors or Unit Heads.
8. The members of the DFTAT shall monitor the effective conduct of SMEA and the strict implementation of health protocols.
9. Attached is the schedule of the Third Quarter-2023 SMEA.
10. Expenses incurred in the conduct of SMEA and DMEA shall be charged against the School or Division MOOE Fund.
11. It is understood that in the conduct of this activity, there shall be no discrimination in the provision of Learning and Development interventions on account of age, gender, civil status, religion, and other similar factors/personal circumstances that run counter to the principles of equal opportunity.
12. The immediate dissemination of this Memorandum is desired.


SALVADOR O. OCHAVO JR. EdD, CESO V
Schools Division Superintendent


Reference: RM No. 167 s. 2023

Enclosure: as stated

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

MONITORING

PROGRAMS AND PROJECTS

SCHOOLS



Republic of the Philippines
Department of Education
 REGION VI - WESTERN VISAYAS
SCHOOLS DIVISION OF SILAY CITY

**SCHEDULE OF 2023-THIRD QUARTER SCHOOL MONITORING,
 EVALUATION AND ADJUSTMENT (SMEA)**
September 25-29, 2023

DISTRICT/ PSDS	SCHOOL	DATE	TIME
District I Henden L. Guarte	Silay South ES	9/23/2023	1:00PM
	Sto. Rosario Elementary School	9/27/23	9:30AM
	Don Serafin R. Gamboa Elementary School	9/26/2023	1:00PM
	Don Serafin L. Golez Integrated School	9/25/2023	9:30AM
District II Emily D. Claro, EdD	Don Eustaquio Hofilena MES	9/28/2023	9:30AM
	Guimbala-on Elementary School	9/27/2023	1:30PM
	Lantawan Elementary School	9/29/2023	9:00AM
	Patag Diotay Elementary School	9/29/2023	9:00AM
	Camantero ES	9/27/2023	9:30AM
District III Zenía I. Billones	Mambulac ES	9/25/2023	2:00PM
	Don Homero H. Tanpinco ES	9/25/2023	PM
	Tayap ES	9/26/2023	PM
	Patag ES/ DMLMHS-Patag Extension	9/26/2023	PM
District IV Melanie M. Ugbamen	Dominador Jison "Oking" MES	9/25/2023	AM
	Hinicayan Elementary School	9/26/2023	AM
	Emiliano Lizares ES	9/27/2023	AM
	Napilas IS	9/26/2023	PM
District V Randy B. Quiapo	Adela ES	9/27/2023	9:30AM
	E. Lopez ES	9/27/2023	1:00PM
	Violeta IS	9/27/2023	9:30AM
	Benita Jarra ES	9/26/2023	1:30PM
District VI Clea L. Agudon	Gov. Emilio Gaston MES	9/27/2023	2:00PM
	HPCO Elem/ DMLMHS- HPCo Ext.	9/25/2023	8:00/10:00AM
	Mambag-id ES	9/27/2023	10:00AM
	La Purisima Concepcion ES	9/26/2023	1:30pm
District VII Jocylene A. Dawal	Silay North ES	9/26/2023	2:00PM
	Bongol ES	9/25/2023	1:30PM
	Lantad ES	9/27/2023	2:00PM
	DADDJIS	9/27/2023	1:30PM



Republic of the Philippines
Department of Education
REGION VI - WESTERN VISAYAS
SCHOOLS DIVISION OF SILAY CITY

District VIII Carmelita G. Sumaylo	Dona Montserrat Lopez Memorial HS	9/26/2023	1:30PM
	Silay SPED Center	9/27/2023	1:30AM
	Sibato IS	9/27/2023	8:00AM
	Angeles J. Montinola Farm School	9/26/2023	1:30AM
District IX Gerardo T. Artieda	Guinhalaran IS	9/25/2023	9:00AM
	Brgy. E Lopez National HS	9/25/2023	2:00PM
	Don Felix T. Lacson Memorial NHS	9/27/2023	9:00AM
	Brgy. Guinbala-on National HS	9/26/2023	9:00AM

Note: Catherine R. Apusaga, PhD
PSDS in-charge of SHS