



Republic of the Philippines
Department of Education
Region II – Cagayan Valley
SCHOOLS DIVISION OF TUGUEGARAO CITY

October 27, 2022

DIVISION MEMORANDUM

No. 032, s. 2022

MONITORING OF THE START OF THE FULL IMPLEMENTATION OF 5-DAY IN PERSON CLASSES FOR SCHOOL YEAR 2022-2023

To : Assistant Schools Division Superintendent
CID and SGOD Chiefs
Education Program Supervisors
Public School District Supervisors
Public Elementary, Junior and Senior High School Heads
All others concerned

1. In connection with the start of the full implementation of the 5-day in person classes for School Year 2022-2023, this Office will conduct a monitoring on November 2-3, 2022.
2. The purpose of the monitoring is to ensure the smooth transition of classes and the implementation of other related activities.
3. The Monitoring Tool and list of SDO personnel who shall conduct the monitoring and evaluation is hereby attached.
4. Monitoring report shall be submitted to **CHERRYL ANN ROQUE** and or **MARA KARLA MACALAN** for proper consolidation.
5. For information, dissemination and compliance.


REYNANTE Z. CALIGUIRAN
Schools Division Superintendent

Encl.:

1. Monitoring Tool
2. List of Monitors

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

Monitoring and Evaluation
Schools



Address: Regional Government Center, Carig Sur, Tuguegarao City, 3500
Telephone Nos.: (078) 844-7925; (078) 377-8805
Email Address: tuguegarao@deped.gov.ph
Website: depedtuguegarao.net

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**MONITORING TOOL FOR THE FULL IMPLEMENTATION OF FIVE-DAY IN-
PERSON CLASSES
SCHOOL YEAR 2022-2023**

School: _____ School ID: _____

School Head: _____ Date of Monitoring: _____

Contact Number of the School Head: _____

Level:

- | | |
|--|---|
| <input type="checkbox"/> Kindergarten | <input type="checkbox"/> JHS/SHS |
| <input type="checkbox"/> Elementary | <input type="checkbox"/> JHS only |
| <input type="checkbox"/> JHS/SHS | <input type="checkbox"/> SHS only |
| <input type="checkbox"/> Integrated School | <input type="checkbox"/> Private School |
| <input type="checkbox"/> ALS | |

Learning Modality effective November 2, 2022:

- 5 days in-person
 4 days in-person (Private School)
 3 days in-person (Private School)

Reason for 3-4 days in-person

Shifting of Classes effective November 2, 2022:

- implementing single shift
 implementing double shift

Reason for Double Shift:



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A. School Implementation and Supervision Plan

Direction: The validator will look the following documents, put a check on columns with evident or not evident and put remarks with significant observations.

Document	Evident	Not Evident	Observation
Updated Class/Teacher's Program for SY 2022-2023 aligned with DepEd Order No. 21, s. 2019			<input type="checkbox"/> duly signed and conformed <input type="checkbox"/> posted in conspicuous places <input type="checkbox"/> with blended learning modality <input type="checkbox"/> disseminated to parents/ students ahead <input type="checkbox"/> with overloading and underloading of teachers <input type="checkbox"/> shifting of classes (AM/PM) <input type="checkbox"/> no load of head teacher/TICs <input type="checkbox"/> teachers with clerical works
Organization of Classes. EBEIS Forms			<input type="checkbox"/> Forms updated <input type="checkbox"/> complete organization of classes <input type="checkbox"/> unmanaged classroom size
School Principal/Head/Master Teachers' Individual Plan/Supervisory Plan			<input type="checkbox"/> updated <input type="checkbox"/> aligned with the full implementation of face to face classes <input type="checkbox"/> purposive <input type="checkbox"/> incomplete <input type="checkbox"/> some parts not aligned
Calendar of Activities			<input type="checkbox"/> posted, communicated <input type="checkbox"/> updated <input type="checkbox"/> aligned with curriculum, PAPS
Learning Resources			<input type="checkbox"/> complete LMs, LAS, SLMs, Textbooks <input type="checkbox"/> incomplete LR _____ <input type="checkbox"/> with available digitized materials <input type="checkbox"/> with TV audio/Projectors in every rooms <input type="checkbox"/> no available instructional tools/equipment <input type="checkbox"/> functional/not functional laboratories/computers/please specify _____



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Reading Recovery Plan, Reading Program, Phil-IRI Result			<input type="checkbox"/> updated, signed, communicated <input type="checkbox"/> supported with documents such as assessments, analyzed results <input type="checkbox"/> manifested in classrooms, libraries, reading nooks/hubs <input type="checkbox"/> reading remediation plans, instructional materials <input type="checkbox"/> LAC sessions <input type="checkbox"/> Phil-IRI Manuel 2018
Classroom/Instructional Rooms			<input type="checkbox"/> complete instructional rooms <input type="checkbox"/> incomplete instructional rooms <input type="checkbox"/> others please specify
Others. Please specify:			

B. School Adherence to Guidelines on the Prevention of Covid 19 and Other Infectious Diseases

	Evident	Not Evident	Remarks
Wearing of face mask shall be mandatory			
Physical distancing is observed in all classrooms, flag ceremonies, laboratories and gymnasium			
Classroom doors and windows are opened for ventilation			
Students/teaching and non-teaching personnel observed distancing during recess time, meal time, meetings and conferences			
Schools have infection control plan and containment activity that is ready to implement in the event of spread of Covid 19 or other infectious diseases within their premises			



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Presence of school signages, exit and entrance plans and locator maps, directories and others			
Established functional washing facilities, clean comfort rooms, and triage			
Augmentation of alcohol, facemask, liquid soups etc. in all classrooms and Offices			

C. Other Support Activities (School Initiated Activities)

Other Educational Support Programs	Activities Conducted	Gains/Variance
Health and Nutrition Programs		
DRRM		
Psychological/Career Guidance Activities		
School-Community Partnership		
SBM Implementation		

D. Issues and Concerns in the Full Implementation of 5-day in-person classes

Issues and Concerns	Area	Solution	Remarks

Signature of School Head over Printed Name

Validator



LIST OF MONITORS FROM SGOD

No.	SCHOOLS TO BE MONITORED	MONITORS
1.	Namabbalan IS	RICHARD MANGULAD
2.	Dadda ES3	
3.	Tagga ES	
4.	Gosi ES	
5.	Gosi NHS	
6.	Larion Alto ES	EDWIN N. CATULIN
7.	Larion Bajo ES	
8.	Capatan IS	
9.	Libag IS	MA. JOSEPHINE ANGELA S. CACACHO
10.	Balzain ES	
11.	Northeast Central Integrated School	KRISTINE LAPPAY
12.	Pengue-Ruyu	JENNIFER TULLIAO I
13.	Linao NHS	
14.	Linao ES	GRACE ABANA
15.	Carig ES	
16.	Carig IS	
17.	Annafunan IS	ROSALINDA DULIN
18.	Atulayan ES	MARIBEL ARAO
19.	Caritan Norte ES	
20.	North Central School	
21.	San Gabriel ES	JANE PAGULAYAN
22.	Bagay IS	LAILANIE MANGABAT
23.	Ugac IS	
24.	West Central School	
25.	Tuguegarao City West HS	EDUARDO BALUBAL
26.	Pallua IS	
27.	Buntun ES	
28.	Pardo ES	CHERRYL ANN ROQUE
29.	Cataggaman ES	Annabel Calimag
30.	Cataggaman NHS	
31.	Cataggaman Nuevo ES	
32.	East Central School	MARY FLOR MARAMAG
33.	Tug. City Science HS	CLEOFE MARY JANE TORRES
34.	CNHS – JHS	
35.	CNHS – SHS	



LIST OF MONITORS FROM CID

DISTRICT	PUBLIC/PRIVATE SCHOOL	EPS/PSDS
Tuguegarao Northeast District	<ul style="list-style-type: none"> • Tuguegarao Northeast CS • Carig Norte ES • Carig IS • AMA Computer School • Christian Baptist Academy of Tuguegarao 	BILLY SIDDAYAO
	<ul style="list-style-type: none"> • Pengue-Ruyu ES • Linao ES • Linao NHS • Linao Methodist Education Center 	DANTE ABELLA
	<ul style="list-style-type: none"> • Larion Alto ES • Larion Bajo ES • Balzain ES • University of Cagayan Valley • Montessori De Cagayan 	NOLI A. ABRIGO JR.
	All Community Learning Centers	FROILAN JEPH BACULINA
Tuguegarao North District	<ul style="list-style-type: none"> • Caritan Norte ES • Department of Agriculture Kinder School • Little Jesus Christian Academy • Maila Rosario College • Savior Tuguegarao Christian School 	VISITACION LIGUTAN
	<ul style="list-style-type: none"> • Tuguegarao North CS • Atulayan ES • St. Clair Montessori of Tuguegarao • Maranatha Christian Academy 	CORA PATTAGUAN
	<ul style="list-style-type: none"> • Annafunan IS • Baggay IS • City Technological Institute • My First Step Whole Child Development Center 	ELMER NARAG
	<ul style="list-style-type: none"> • Pallua IS • Family Christian Learning Center • Cagayan Metropolitan Institute 	VISSIA ASUNCION
	All Community Learning Centers	FROILAN JEPH BACULINA



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Tuguegarao East District	<ul style="list-style-type: none"> • Libag IS • Gosi NHS • St. Paul University Philippines • Ke Bing School 	JANETTE DULIN
	<ul style="list-style-type: none"> • Capatan IS • Tug. East Central School • Teacher Ana Apple Tree School 	MARA KARLA MAKALAN
	<ul style="list-style-type: none"> • Gosi ES • Tagga ES • F.L. Vargas College 	RANDALL TALAMAYAN
	<ul style="list-style-type: none"> • Dadda ES • Namabbalan IS • Jolly Learning Center • International School of Asia and the Pacific 	ARNOLD QUIZZAGAN
	All Community Learning Centers	MARY ANN TAMARAY
Tuguegarao West District	<ul style="list-style-type: none"> • Cataggaman Pardo ES • Ugac IS • Cataggaman NHS • Methodist Kiddie School 	DAHLIA BALLABO
	<ul style="list-style-type: none"> • Cataggaman ES • Cataggaman Nuevo ES • Buntun ES • STI College 	MYRNA ADDURU
	<ul style="list-style-type: none"> • Tuguegarao West CS • University of St. Louis 	CATALINA TUPPIL
	All Community Learning Centers	MARY ANN TAMARAY
	<ul style="list-style-type: none"> • Cagayan National HS - JHS • Power of 3 Montessori 	RONIE ARELLANO SR.
	<ul style="list-style-type: none"> • Tuguegarao City High School • New Life School for the Deaf in the North 	EMMA LOISA JAVIER
	<ul style="list-style-type: none"> • Cagayan National High School – SHS • John Wesley 	MARLO MELAD
	<ul style="list-style-type: none"> • San Gabriel ES • Tug. West High School • Methodist Christian School 	JESSICA CASTANEDA



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