




Republic of the Philippines
Department of Education
Region IX, Zamboanga Peninsula
SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE

Division Memorandum
No. 2725. 2020

TO : Assistant Schools Division Superintendents
Chief Education Supervisors
EPSs/PSDSs/SEPSs/Section/Unit Heads
School Heads, Public Elementary & Secondary Schools
Teaching and Non-Teaching Personnel
All Others Concerned

FROM :  **MA. LIZA R. TABILON** EdD, CESO V
Schools Division Superintendent

SUBJECT : **OPENING OF S. Y. 2020-2021 SCHOOL MONITORING**

DATE : September 28, 2020

1. In view of the official start of school year 2020-2021 on October 5, 2020, this Office hereby announces the conduct of division-wide school monitoring from October 5, 2020 until October 16, 2020;
2. Areas to be monitored and evaluated include:
 - i.) distribution and retrieval of self-learning modules (SLMs)
 - ii.) implementation of Learning Delivery Modules Course 2
 - iii) extent of school's compliance with the required minimum health and safety protocols
 - iv) status of schools used as quarantine or isolation centers
 - v.) update of school's crucial resources
3. Please find the following enclosures for information, guidance and compliance of all concerned, to wit:
 - i.) Annex 1: School Opening Monitoring Plan
 - ii.) Annex 2: Monitoring Tools
4. Expenses for travel incurred by all concerned shall be chargeable against division/school local funds, subject to the usual accounting and auditing rules and regulations.
5. Wide dissemination of this Memorandum is desired.

WHI/MEMORANDUMDIVISIONWIDESCHOOLMONITORING/SGOD-SMME-DM46-092820

N-avigating
O-pportunities to
R-e-engineer for
T-ransformation &
E-mpowerment



Capitol Drive, Estaka, Dipolog City, 7100
Tel No.: (065) 212-5843
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Annex 1:

SY 2020-2021 SCHOOL OPENING MONITORING PLAN

Objective: To monitor and evaluate the readiness of schools in terms of the required facilities in the new normal SY, as well as crucial resources to be established to be used for and distributed to learners

Scope: Division-wide / 35 district schools

Target: At least 75 % of district schools be monitored and evaluated

Monitoring Period: 2 weeks

Inclusive Dates: October 5 -9 , 2020 & October 12 -16, 2020

Data gathering modes: Administration of monitoring tools in hard or soft copies
Online Reporting of consolidated data

Date of Submission
Of Consolidated Data: **October 16, 2020 (5 PM)**

No.	District Assignment	Surrogate Supervisor	SGOD Counterpart/s	District Counterparts
1	Sibutad	Antonio R.	Vicente Ramon C.	Each district shall tap the following persons, to form part of the Monitoring team, to wit: PSDS District M&E Coordinator District LR Coordinator District DRRM Coordinator District Nurse/dentist <i>(Note: Sub-teams of 2 or 3 members may be created to cover more target schools in less time.)</i>
2	Rizal	Liao EMD	Suarez	
3	La Libertad			
4	Piñan	Arcelita B.	Joy Marie O. Labog	
5	Mutia	Zamoras EdD		
6	Polanco I			
7	Polanco II	Leynie Boy G.	Nicollette Ria E. Tangon	
8	Sergio Osmeña I	Bellino EdD		
9	Sergio Osmeña II			
10	Katipunan I	Anita D.	Jessica L. Caburatan	
11	Katipunan II	Subebe EdD		
12	Roxas I			
13	Roxas II			
14	Manukan I	Mickrel N.	Glinda C. Oca	
15	Manukan II	Duller		
16	Ponot			
17	Sindangan North	Grace T. Dela Cruz EdD	Gina Chiong	
18	Sindangan Central			
19	Siayan			
20	Sindangan South	Fe G. Jebone EdD	Leonido A. Pampilo Jr./ Giparel Elumba	
21	Bacungan			
22	Salug I			
23	Salug II	Evelyn C. Labad EdD	Joseph L. Pantoja	
24	Godod			
25	Liloy II			

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26	Kalawit	Arthuro J Lamdag	Wilson H. Inding/ Jed Nieves
27	Tampilisan		
28	Liloy I		
29	Labason	Nilda Y. Galaura EdD	Jessie E. Elacan/ Eunice D. Duran
30	Gutalac I		
31	Gutalac II		
32	Sirawai	Ismael K. Yusoph	Ervie A. Acaylar
33	Siocon		
34	Sibuco		
35	Baliguian		

Note:

1. Distribution and retrieval of SLMs monitoring/tracking shall be facilitated using the tool as herein annexed: esp. Annex 2A and Annex 2B. Only the Summary of Distributed and Retrieved Modules (Annex 2B) shall be submitted through **monitoringzn@gmail**
2. Electronic monitoring tool for the implementation of Learning Delivery Modalities can be accessed through bit.ly/znLDMcourse2
3. Electronic monitoring tool for the extent of school compliance with the Required minimum health standards can be accessed through bit.znDO15s2020
4. Electronic monitoring tool for the status of schools used as quarantine or isolation center can be accessed through bit.ly/znschoolquarantine
5. Electronic monitoring tool for the update of school's crucial resources can be accessed through bit.znschoolresources2020

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Annex 2A

DISTRIBUTION AND RETRIEVAL OF SELF-LEARNING MODULES
Monitoring/Tracking Form

District: _____

School : _____

Section : _____

No.	Name of Learner	No. of modules distributed	DISTRIBUTION PHASE		No. of modules retrieved	RETRIEVAL PHASE	
			Week 1	Week 2		Week 1	Week 2
		Total:			Total:		

Note: Let the parent affix signature above name, and the date of receipt, in the corresponding box

Attested by: _____

Noted by _____

Teacher –Adviser

School Head

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Annex 2B:

SUMMARY REPORT ON SCHOOL DISTRIBUTION AND RETRIEVAL OF MODULES

District: _____ School : _____

No.	Grade level	No. of modules distributed	DISTRIBUTION PHASE		No. of modules retrieved	RETRIEVAL PHASE	
			Date Released(Week 1)	Date Released) Week 2		(Date Received) Week 1	(Date (Received) Week 2
	K						
	G-1						
	G-2						
	G-3						
	G-4						
	G-5						
	G-6						
	G-7						
	G-8						
	G-9						
	G-10						
	G-11						
	G-12						
		Total:			Total:		

Note: The school may use color-coding to reflect the timeliness in distribution and retrieval

Attested by:

Noted by

 Teacher –Adviser

 School Head

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