




Republic of the Philippines
 Department of Education
 Region IX, Zamboanga Peninsula
SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE
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RECEIVED
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Division Memorandum
 No. 127s. 2020

TO: ASDSs
Members, Division SMEA Task Force
Public Schools District Supervisors
School Heads, Public Elementary & Secondary Schools
Designated District M & E Coordinators

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

SUBJECT: **C.Y. 2020 SCHOOL MONITORING, EVALUATION AND
 ADJUSTMENT (SMEA) FIRST QUARTER DATA**

DATE: March 24, 2020

1. While the conduct of School Monitoring, Evaluation & Adjustment (SMEA) Conferences and Benchmarking activities may have been foregone due to the postponement of classes and other school activities requiring convergence of people as concomitant to the threat of COVID-19, gathering of school data as an individualized or localized activity in order to aid school planning for continuous improvement, and to comply with reportorial requirements should nonetheless persist.
2. The adjusted timeline for gathering and submission of electronic SMEA data is herein provided, for guidance of school heads and district heads thru their respective M&E Coordinators:

QTR	Period Covered	SMEA Presentation to School Stakeholders	Submission of SMEA Report to the PSDS by the School Head	Submission of Consolidated SMEA Report to the SDO by the PSDS
First	Jan-March 2020	March 15-April 2 (foregone)	On or before April 24, 2020	On or before April 30, 2020

3. The excel file template for District SMEA 1st Quarter Consolidated Data can be downloaded thru this link: bit.ly/smeanortefirstQ. After accomplishing the consolidated e-form, submit it to this email address: monitoringzn@gmail.com.
4. Wide dissemination of this Memorandum is desired.

WHI/SMEA1STQUARTERDATA/SGOD-SMME-DM023/03242020



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