



Republic of the Philippines
DEPARTMENT OF EDUCATION
 Caraga Administrative Region
 Butuan City



July 4, 2018



REGIONAL MEMORANDUM
 No. 353 s. 2018

3RD QUARTER COLLABORATIVE MEETING OF RO-CLMD AND SDO-CID STAFF

To: Schools Division Superintendents
 Asst. Schools Division Superintendents
 CID Chiefs and Division EPS/Coordinators

1. The 3rd Quarter Collaborative Meeting of RO-CLMD and SDO-CID Staff shall be held on July 19-20, 2018 at the (venue to be announced later).
2. The objectives of the meeting are to:
 - a. Present the different processes of CLMD for adoption by the 12 divisions;
 - b. Discuss RO-CLMD and SDO- CID KRAs with corresponding objectives;
 - c. Explain the guidelines on RFOT, RSPC, Math Festival, and Science Fair and Quiz;
 - d. Collaborate activities of different special programs and projects; and
 - e. Prepare Division Action Plans for SY 2018-2019.
3. The participants of this meeting are the Chief of RO-CLMD, Chiefs of SDO-CID, regional and division subject area supervisors, coordinators of programs and projects, LRMDC managers, and Librarians. The subject areas and special programs and projects are indicated below:

Subject areas:

1. English
2. Science
3. Mathematics
4. Filipino
5. Aral. Pan
6. MAPEH
7. TLE/EPP/TVE
8. EsP

LRMDC

1. LRMDC Manager
2. Librarian

Special Programs and Projects

1. IPed
2. ALS
3. SPED
4. Muslim Education
5. ELLN
6. SPJ
7. SPFL
8. MTB-MLE
9. SPS
10. Special Science
11. STVEP
12. ADM/ROTC
13. Kindergarten
14. Multigrade
15. SPA

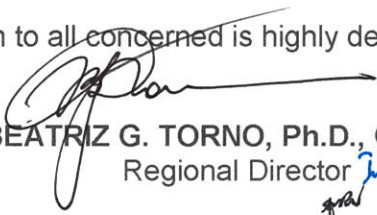
Summary of participants:

Division	CLMD Chief, CID Chiefs, Supervisors/Coordinators/Librarians
1. Agusan del Norte	13
2. Agusan del Sur	13
3. Bayugan City	13
4. Bislig City	13
5. Butuan City	13

6. Cabadbaran City	13
7. Dinagat Islands	13
8. Siargao	13
9. Surigao City	13
10. Surigao del Norte	13
11. Surigao del Sur	13
12. Tandag City	13
13. Regional Supervisors	15
Total	171

The list of participants shall be sent to the regional office on or before July 9, 2018 at clmdcaraga@gmail.com for consolidation.

4. There is no registration fee to this workshop; however, the transportation expenses and per diem of the participants shall be charged against the Division MOOE Funds subject to the usual accounting and auditing rules and regulations. The participants should be at the venue on July 19, 2018 at 6:00 o'clock in the morning for the breakfast and registration.
5. Each Division shall bring LCD, Laptop, extension cord and pocket wifi for the workshops.
6. The matrix of activities must be strictly followed by the participants so that there will be no time to be wasted. Please see Enclosure No. 1 for the activities.
7. The different documents to be submitted in both hard and soft copies are found in Enclosure No. 2. The said Enclosure has five templates, namely:
 - A. General Information;
 - B. Data on NAT per Key Stage per Learning Area;
 - C. Data on Quarterly Assessment per Key Stage per Learning Area;
 - D. Trainings conducted per Key Stage per Learning Area (2016 onwards); and
 - E. Issues and Concerns and Challenges per Key Stage per Learning Area (specifically those needing TA from CLMD).
8. The soft copies shall be sent to clmdcaraga@gmail.com on or before July 17, 2018 for consolidation. The hard copies shall be submitted on July 19, 2018 to the secretariat. Hence, the said data are needed for analysis as a requirement for ISO certification.
9. The SDO- CID Chiefs shall facilitate the completion of the said templates and submit the same on time.
10. For any query, please contact Dr. Isidro M. Biol, Jr., the CLMD Chief, thru his cell phone number @ 0999-8842671 or office telephone number @ (085) 342-8207 loc. 123.
11. Immediate dissemination of this memorandum to all concerned is highly desired.


BEATRIZ G. TORNO, Ph.D., CESO IV
 Regional Director

Encls.: As stated.
 Reference: None.
 Allotment: 2- (D.O. 50-97)
 To be indicated in the Perpetual Index under the following subjects:
 MEETINGS CONFERENCES K to 12 PROGRAM
 PROGRAMS
 clmd01/imb
 07/04/18

Enclosure No. 1 to Regional Memorandum No. 353, s. 2018.

3rd QUARTER COLLABORATIVE MEETING OF RO-CLMD AND SDO-CID STAFF
 July 19-20, 2018
 (to be determined)

Time	Day One (July 19, 2018))	
6:00 – 7:30	Breakfast	
	Activity	Output
8:00 – 9:00	- <u>Registration of Participants</u>	
9:00 – 10:00 (including coffee break)	- Opening Program - House Rules	
10:00- 11:10	<u>Plenary Session 1</u> 5-minute Presentation of KRAs and objectives by RO-CLMD and SDO-CIDs	Submitted output to secretariat
11:10 – 12:00	<u>Plenary Session 2</u> Presentation of CLMD Processes and Risk Management for ISO Certification	Submitted output to secretariat
12:00 – 1:00	Lunch Break	
1:00 – 3:00 (including coffee break)	<u>Plenary Session 3</u> Discussion on the required templates for consolidation	1. Templates A,B,C,D,E
3:00 – 5:00	<u>Breakout Session:</u> Workshop No. 1 (12 groups): <u>Discussion of Plans/Programs/Activities</u> Subject areas: 1. English - Dr. Gladys S. Asis 2. Science - Mr. Bernabe L. Linog 3. Mathematics - Ms. Rhea J. Yparraguirre 4. Filipino - Dr. Celsa M. Cataluna 5. Aral. Pan. - Ms. Josephine Chonie M. Obsenares 6. MAPEH - Mr. Bernard C. Abellana 7. TLE/EPP/TVE - Dr. Elizabeth A. Bautista 8. EsP - Ms. Elizabeth M. Ysulan	Submitted outputs to secretariat by subject area
6:30 – 8:00	Special Meeting of RO-CLMD Chief and all CID Chiefs	Division Action Plan
Time	Day Two (July 20, 2018)	
6:00 – 7:30	Breakfast	
8:00 – 12:00	<u>Breakout Session:</u> <u>Workshop 2: Discussion of Plans on Special</u> <u>Programs and Projects</u> Special Programs and Projects 1. IPED - Ms. Elizabeth M. Ysulan 2. ALS - Ms. Julieta P. Erazo 3. SPED/Kinde - Dr. Elena N. Capangpangan 4. SPS/SPA - Mr. Bernard C. Abellana 5. Special Science - Mr. Bernabe L. Linog 6. LRMD C - Ms. Maripaz F. Magno 7. TVEP - Dr. Elizabeth L. Bautista 8. SHS - Mr. Bernabe L. Linog 9. Library - Ms. Ma. Theresa M. Golosino	Submitted outputs by special programs

	10.MuslimEducation- Ms. Rhea J. Yparraguirre 11.ADM/ROTC - Ms.Josephine M. Obsenares	
12:00 – 1:00	Lunch Break	
1:00 -3:00	<u>Plenary Session 4</u> Presentation of Plans and Agreements by Learning Area Supervisors and by Programs and Projects	Submitted outputs by learning area supervisors and by programs and projects
3:00 – 5:00	<u>Plenary Session 5</u> - Synthesis - Next Steps - Closing Program	- Results of the Evaluation - Submitted agreements to the secretariat

Enclosure No. 2 to Regional Memorandum No. 213, s. 2018

Data Gathering Template

A. General Information

Division: _____	No. of Districts : _____
No. of Public Elementary Schools: TOTAL: _____ Central: _____ Non-Central: _____ Monograde: _____ Multi-grade: _____ Integrated: _____	
No. of Public Elementary Schools Offering Special Programs: SSES: _____ SPJ: _____ SPED: _____	
No. of Public Junior High Schools (JHS): TOTAL: _____ Small: _____ Medium: _____ Large: _____	
No. of Public JHS Offering Special Programs: STE/LSHS/RSHS: _____ ST/EP: _____ SPJ: _____ SPA: _____ SPS: _____ SPFL: _____ SPED: _____ MEP: _____ Others (Please Specify): _____	
No. of Public SHS (Current SY): TOTAL: _____ Integrated: _____ Stand-Alone: _____	
No. of Teachers: TOTAL: _____ Elementary: _____ JHS: _____ SHS: _____	

(Note: Please use data of the current School Year)

Learning Area: _____ Education Program Supervisors: _____

B. Data on National Achievement Test (NAT) per key Stage Per Learning Area

Key Stage	NAT MPS (SY 2016- 2017)	Least-Learned Competencies (Write the complete in the CG, including the LC)	Interventions (Indicate the title/topic of each Least-learned specific intervention)			
			Action Researches Conducted	Strategies/Approaches	Best Practices (Adopted by the division)	Consolidated list of developed, contextualized LRs
K to 3						

Key Stage	NAT MPS (SY 2016- 2017)	Least-learned Competencies (Write the complete competency as stated in the CG, including the LC)	Interventions (Indicate the title/topic of each Least-learned specific intervention)				
			Action Researches Conducted	Strategies/Approaches	Best Practices (Adopted by the division)	Consolidated list of developed, contextualized LRs	LAC Sessions Conducted
Grades 4 to 6							
Grades 7-10							
Grades 11-12							

Note: You may use additional sheets when necessary.

C. Data on Quarterly Assessmentper key Stage Per Learning Area

Key Stage	Quarterly Assessment MPS (SY 2017-2018)	Least-learned Competencies (Write the complete competency as stated in the CG, including the LC)	Interventions (Indicate the title/topic of each Least-learned specific intervention)				
			Action Researches Conducted	Strategies/Approaches	Best Practices (Adopted by the division)	Consolidated list of developed, contextualized LRs	LAC Sessions Conducted
K to 3							
	Quarter 1						
	Quarter 2						
	Quarter 3						
	Quarter 4						
Grades 4 to 6							
	Quarter 1						
	Quarter 2						
	Quarter 3						
	Quarter 4						
Grades 7-10							
	Quarter 1						
	Quarter 2						
	Quarter 3						
	Quarter 4						
Grades 11-12							
	Quarter 1						
	Quarter 2						
	Quarter 3						
	Quarter 4						
Quarter 1							
	Quarter 2						

Key Stage	Instructional Management			Learning Resource, Material Management and Development			Assessment of Learning		
	Title of the Training	Date Conducted	No. of Participants	Title of the Training	Date Conducted	No. of Participants	Title of the Training	Date Conducted	No. of Participants
Grades 7-10									
Grades 11-12									

Note: You may use additional sheets when necessary.

E. Issues, Concerns, and Challenges Per Key Stage per Learning Area (Specifically those needing TA from CLMD)

Key Stage	Instructional Management	Learning Resource, Material Management and Development	Assessment of Learning
K to 3			
Grades 4 to 6			

Key Stage	Instructional Management	Learning Resource, Material Management and Development	Assessment of Learning
Grades 7-10			
Grades 11-12			

Note: You may use additional sheets when necessary.

Prepared by: Signature above Printed Name (Learning Area Supervisor/Focal Person)

Verified by: Signature above Printed Name (CID Chief)

Approved by: (SDS)