



Republic of the Philippines
Department of Education
CARAGA REGION



June 20, 2022

REGIONAL MEMORANDUM
No. 0559, s. 2022

To: SCHOOLS DIVISION SUPERINTENDENTS
This Region

MONITORING OF LEARNING ACTION CELL AND VALIDATION ON
THE FINANCIAL AND PHYSICAL ACCOMPLISHMENT IN THE
IMPLEMENTATION OF EARLY LANGUAGE, LITERACY
AND NUMERACY (ELLN)

1. Pursuant to DepEd Order No. 12, series 2015, known as Guidelines on the Early Language, Literacy and Numeracy Program: Professional Development Component and as Department of Education's commitment to continuously support and contribute to the professional development of its personnel, the implementation of the Early Language, Literacy and Numeracy (ELLN) Program was intensively monitored relatively on the program support funds downloaded in the region.
2. In line with this, the Region through the Curriculum and Learning Management Division (CLMD) will conduct a monitoring on Learning Action Cell and validation on Early Language, Literacy and Numeracy Financial and Physical Accomplishment in response to DM-CI-2021- 00502 to facilitate the completion of report on the utilization of FY 2020-2021 PSF on **July 19-29, 2022** and **August 9-12, 2022** respectively.
3. All divisions will be monitored in relation to Financial and Physical Accomplishments using the attached monitoring tool (*see Annex B*) while select schools in the division will be visited for an observation on the conduct of Learning Action Cell using the LAC Session Observation Guide.
4. SDO-CID Chiefs together with the Division ELLN Focal shall recommend two (2) schools (1 small and 1 central school) for the observation of Learning Action Cell and 10 select school heads and 10 select K to 3 teachers for the Focus Group Discussion. Division ELLN Focal persons shall fill in the template provided in the google docs link <https://bit.ly/3NAglZ0>.
5. Documents to be monitored and validated are the following:
 - a. Financial Accomplishment Report
 - Sub-ARO received
 - Approved Activity Proposal
 - Activity Completion Report with MOVs



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2022-05-06639

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- b. Physical Accomplishment Report
 - Inventory of Educators Trained in ELLN (*See attached Annex D*)
 - List of Learning Facilitators per Activity
(*refer to Directory of ELLN Key Players google sheet*)
 - Sample Outputs per Activity
- c. Learning Resources for ELLN
 - Inventory of List of Supplementary Learning Resources for ELLN
(*see attached Annex C*)
 - Sample SLR per Learning Area with QA Tools

6. During onsite monitoring, all listed documents will be validated. After validation, all recommended School Heads and ELLN Focal will gather in one venue, preferably schools to be visited by the monitoring team, for a Focus Group Discussion (FGD) related to the Concerns, Issues, Gaps and Problems (CIGPs) on the documents monitored in the implementation of ELLN activities amidst pandemic.

7. Results from the Monitoring and Validation of the Physical and Financial accomplishment shall provide insights on how to improve the implementation of Early Language, Literacy and Numeracy (ELLN) for the learning recovery activity which aims to improve learning outcomes by addressing teachers' top pedagogical priority needs.

8. Travelling Expenses are chargeable against 2022 ELLN Support funds subject to the usual accounting and auditing rules and regulations.

9. Attached are the tools, and the schedule of monitoring in every division (*see attached Annex A*).

10. Immediate dissemination of this Memorandum to the concerned is highly desired.


MA. GEMMA MERCADO LEDESMA
Regional Director 

Encls.: As stated

Reference: DM-CI-2021-00502, DM-CI-2022-024

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

ELLN

LAC MONITORING

LEARNING DELIVERY

CLM/mcj
06/20/2022

Enclosure to Regional Memorandum No. 0559, s. 2022

Annex A

**MONITORING AND VALIDATION TEAM SCHEDULE ON EARLY LANGUAGE,
LITERACY AND NUMERACY (ELLN)**

July 19-29, 2022 and August 9-12, 2022

Manner of Monitoring:

- Validation of Documents
- Observation of LAC Session
- Focus Group Discussion
 1. School Head/LAC Leader
 2. School ELLN Focal
- Key Informant Interview with the Division Focal

A. Batch 1 Divisions

Monitors	Divisions	Date
Team Leader: Maria Consuelo C. Jamera Asst. Team Leader: Gladys S. Asis	Surigao del Sur	July 19, 2022
	Tandag City	July 20, 2022
	Agusan del Sur	July 21, 2022
	Agusan del Norte	July 22, 2022
	Cabadbaran City	July 26, 2022
	Dinagat Islands	July 28, 2022

B. Batch 2 Divisions

Monitors	Divisions	Date
Team Leader: Rhea J. Yparraguirre Asst. Team Leader: Elena N. Capangpangan	Bayugan City	Aug. 9, 2022
	Bislig City	Aug. 10, 2022
	Butuan City	Aug. 12, 2022
Team Leader: Maria Consuelo C. Jamera Asst. Team Leader: Gladys S. Asis	Surigao del Norte	Aug. 9, 2022
	Surigao City	Aug. 10, 2022
	Siargao	Aug. 11, 2022

Terms of Reference:

Team Leader will lead the observation of LAC Session, validation of the documents and conduct the Key Informant Interview (KII).

Asst. Team Leader will facilitate the Focus Group Discussion with the select LAC Leaders and Select School ELLN Focals.

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Annex B

C.Y. _____

Division: _____

No. of Districts: _____

A. Physical and Financial Accomplishment

[illegible]

B. Learning Delivery and Professional Development

(1) Activity/ies (Based on Column 4 of Physical and Financial Accomplishment)	Date of Activity/ies	Focus of the Activity/ies (Objectives)	Expected Output/s	Concerns/ Challenges encountered	Action/s Taken	Technical Assistance Needed from the Region

C. Learning Resource Management and Development

Area of Concerns/ Themes	Challenges/Gaps in the Implementation	Action Steps taken	TA needed from the Region
Conduct of Division Training on the development of Learning Resources for ELLN			
Development and Quality Assurance of LRs for learning areas/grade levels			
Uploading/Printing/ Reproduction of Learning Resources			

Prepared by:

Program Focal Person

Enclosure to Regional Memorandum No. 0559, s. 2022

Annex C

INVENTORY OF DEVELOPED SUPPLEMENTARY LEARNING RESOURCES
FOR EARLY LANGUAGE LITERACY AND NUMERACY (ELLN)
S.Y. 2021 - 2022

Division: _____
District: _____
School: _____
ELLN Focal: _____

Subject	No. of Least Learned Competency/ies				Total	No. of developed Supplementary Learning Resources				Total	No. of Quality Assured SLR				Total	No. of Uploaded SLR				Total
	Q1	Q2	Q3	Q4		Q1	Q2	Q3	Q4		Q1	Q2	Q3	Q4		Q1	Q2	Q3	Q4	
English																				
	Grade 1																			
	Grade 2																			
	Grade 3																			
Filipino																				
	Grade 1																			
	Grade 2																			
	Grade 3																			
Mathematics																				
	Grade 1																			
	Grade 2																			
	Grade 3																			
MTB-MLE																				
	Grade 1																			
	Grade 2																			
	Grade 3																			
Kindergarten																				

*Note: To be accomplished by School ELLN Coordinator and to be compiled by the District ELLN Coordinator

Enclosure to Regional Memorandum No. 0559, s. 2022

Annex D

INVENTORY OF EDUCATORS TRAINED IN EARLY LANGUAGE LITERACY AND NUMERACY (ELLN)
As of December 2021

☐ Division: _____
No. of Districts: _____

☐ District: _____
No. of Schools: _____

☐ School: _____
No. of Teachers: _____

ELLN Related Trainings	Trained			Untrained		
	EPSS/DICs	SH	Teachers	EPSS/DICs	SH	Teachers
10-day Basic Training on ELLN						
Training on the Adoption of the Blended Delivery Model for TPD						
Roll Out of ELLN Digital						
Training on Literacy Instruction						
Developmentally Appropriate Practices (DAP) in ELLN						
Kindergarten Training and Orientation on the Utilization of Primer Materials						
Development of Supplementary Learning Resources in ELLN						

Prepared by:

Noted:

ELLN Coordinator

SH/Division Focal/Chief Education Supervisor



Republic of the Philippines
Department of Education
DepEd Complex, Meralco Avenue, Pasig City 1600

450300

Office of the Undersecretary for Curriculum and Instruction

MEMORANDUM
DM-CI-2021-00502

TO : **REGIONAL DIRECTORS**

FROM : **DIOSDADO M. SAN ANTONIO**
Undersecretary for Curriculum and Instruction

SUBJECT : **ONLINE PROGRAM IMPLEMENTATION REVIEW
OF THE EARLY LANGUAGE, LITERACY, AND
NUMERACY (ELLN)**

DATE : October 28, 2021

The Bureau of Learning Delivery-Teaching and Learning Division (BLD-TLD) will conduct the **Online Program Implementation Review of the ELLN** on November 9-10, 2021 in three (3) clusters.

This activity aims to:

1. discuss accomplishments and updates of the national and the regional counterparts on the implementation of the program based on the program support funds for FY 2020-2021; and
2. share practices/initiatives, challenges encountered, and actions taken or recommendations at the different DepEd field levels in support to the implementation of the ELLN program in response to the Basic Education Learning Continuity Plan (BELCP)

The Regional Office shall recommend **five (5)** participants for each cluster to attend the said activity on the specified dates below:

Cluster	Schedule
Regional and Division EPS in charge of ELLN	November 9, 2021 8:00AM - 12:00NN
K-3 Teachers (representative/s for each grade level)	November 10, 2021 8:00AM - 12:00NN
School Heads	November 10, 2021 1:30PM - 4:00PM



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DepEd Complex, Meralco Avenue, Pasig City 1600

In this regard, it is requested that a consolidated report of the region for FY 2020-2021 be submitted to this Google drive <https://bit.ly/OPIRELLN2021> at least 1-2 days before the conduct of the activity for preliminary consolidation by the management team. Please use the attached template in this memorandum (excel file: per year/fund support) to capture the needed data as required by the Office of the Planning Service and this Office for proper reporting.

In order to facilitate the online activity, it is required for the participants to have laptop and secure stable internet connection. Below is the ZOOM meeting link, ID, and passcode for this 2-day activity:

Cluster	Schedule	Meeting Link	ID	Passcode
Regional and Division EPS in charge of ELLN	November 9, 2021 8:00AM - 12:00NN	https://bit.ly/EPSPIRELLN	878 8507 3413	274052
K-3 Teachers (representative/s for each grade level)	November 10, 2021 8:00AM - 12:00NN	https://bit.ly/Kto3PIRELLN	871 2137 0571	447545
School Heads	November 10, 2021 1:30PM - 4:00PM	https://bit.ly/SHPIRELLN	853 8517 7470	587538

For more information and/ or clarification, please contact the Bureau of Learning Delivery-Teaching and Learning Division (BLD-TLD) thru Ms. Jocelyn Tuguinayo with email address: jocelyn.tuguinayo@deped.gov.ph, cc. nanelyn.bontoyan@deped.gov.ph.

For information, compliance, and guidance.



Republic of the Philippines

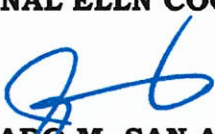
Department of Education

OFFICE OF THE UNDERSECRETARY FOR CURRICULUM AND INSTRUCTION

MEMORANDUM DM-CI-2022-024

FOR : REGIONAL DIRECTORS

ATTENTION : REGIONAL ELLN COORDINATORS

FROM :  **DIOSDADO M. SAN ANTONIO**
Undersecretary for Curriculum and Instruction

SUBJECT : **EARLY LANGUAGE LITERACY AND NUMERACY (ELLN)
PROGRAM SUPPORT FUNDS TO THE REGIONAL OFFICES
FOR FY 2022**

DATE : 24 January 2022

In line with the implementation of the ELLN Program, please be informed that the Program Support Funds (PSF) for FY 2022 amounting to **Three Hundred Sixty-Two Thousand Pesos (Php362,000.00)** allotted per region excluding BARMM shall be directly released to the regions. To facilitate the conduct of the different activities, the DepEd Regional Offices may further download the amount to their divisions which shall be utilized within FY 2022. A consolidated accomplishment report relative to the fund utilization shall be submitted within the first semester using the attached Annex 2 template. The report shall be uploaded using the google drive link <https://bit.ly/ELLNFund2022>. This shall be continuously updated by the Regional EPS in-charge of ELLN within the FY 2022. It is also advised that the 2021 year-end accomplishment report be updated based on the region's submission thru this google drive <https://bit.ly/OPIRELLN2021> per DM-CI-2021-00502 since there is an extension on the utilization of FY 2021 PSF to facilitate the completion of report.

The support funds shall be used to cover the region wide and/or division wide training of untrained Regional and Division Supervisors, Public Schools District Supervisors, School Heads and K-3 teachers for any of the ELLN related trainings: 10-day Basic Training on ELLN, Training on the Adoption of the Blended Delivery Model for TPD: Roll Out of ELLN Digital, Training on Literacy Instruction, Developmentally Appropriate Practices (DAP) in ELLN, Kindergarten Training and Orientation on the Utilization of Primer Materials. These activities are in support to DepEd Memorandum No. 173, s. 2019 "Hamon: Bawat Bata Bumabasa."

The support funds shall be used to cover expenses of the above-stated activities with the following items of expenditures:

DepED Complex, Meralco Avenue, Pasig City, Philippines

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- Board and Lodging for activities allowed thru limited in-person/face-to-face/hybrid (onsite and online) modalities in adherence to minimum health standards;
- Supplies and materials relative to the conduct of training (i.e. USB, external drive, printer amounting not more than 15K and other allowable expenses subject to COA rules)
- Monitoring of ELLN activities

Attached as Annex 1 is the breakdown of the allocation of funds per region.