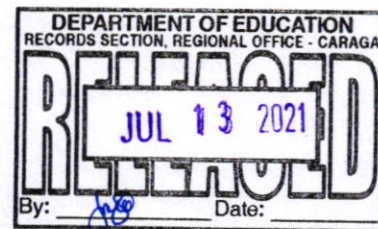




Republic of the Philippines
Department of Education
CARAGA REGION



July 7, 2021

REGIONAL MEMORANDUM

No. 504, s. 2021

To: SCHOOLS DIVISION SUPERINTENDENT
ASSISTANT SCHOOLS DIVISION SUPERINTENDENT
CHIEFS SGOD
SEPS and EPS II, SMME
PRIVATE/SENIOR HIGH SCHOOL COORDINATOR
This Region

READINESS ASSESSMENT CHECKLIST FOR LEARNING DELIVERY
MODALITIES IN THE LEARNING CONTINUITY PLAN OF PRIVATE
SCHOOLS, SY: 2021-2022

1. As per DepEd Order No. 013 and Deped Order No. 017, s. 2020, the Quality Assurance Division (QAD) of the RO shall collaborate with School Governance and Operations Division (SGOD) of the SDO to assess the readiness of the private schools in its learning delivery modality/ies in the Basic Education Learning Continuity Plan (BE-LCP).
2. In the latest advisory of DepEd, private schools may already start their classes for SY: 2021-2022, provided that there are no face-to-face classes, and that the school will be strictly implementing only distance learning modalities.
3. Private schools intending to start classes ahead of the general school opening shall submit relevant documents to the Regional Office through Quality Assurance Division (QAD) as required in the policy guidelines on readiness assessment. Thus, Regional Office will issue Provisional Compliance Certificate to private schools who complied the minimum program requirements and is valid until December 29, 2021, and Certificate of Compliance to schools with complete documentary requirements valid for SY: 2021-2022.
4. The private schools are encouraged to submit additional certified true copy documents such as SEC Registration Certificate, Articles of Incorporation, and Provisional Compliance Certificate/Compliance Certificate issued in SY: 2020-2021. Private schools issued with Certificate of Compliance in SY: 2020-2021 may no longer submit the Articles of Incorporation.
5. In the submission of Learning Modules/Self-Learning Modules, the private schools are required to submit a sample module in two (2) learning subjects for Quarter 1. This is to limit the bulk of documents to be submitted by the private schools to the RO.

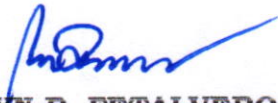


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6. In order to facilitate the smooth submission and evaluation of the required documents on the learning delivery modality/ies of the private schools, please refer to Enclosure No. 1 for the activities that shall take place in RO and SDO.
7. The Regional Review and Evaluation Committee (RREC) shall evaluate the complete documentary requirements of the private school's preparedness to implement the learning delivery modality/ies they have opted for. The composition of the RREC is found in Enclosure No. 2.
8. The checklist of requirements on the learning delivery modality/ies and school's omnibus certificate of compliance can be accessed through <https://tinyurl.com/LDMchecklists>.
9. Immediate and wide dissemination of this memorandum to all concerned is highly desired.


EVELYN R. FETALVERO, PhD., CESO IV

 Regional Director

Encls.: As stated.

Reference: DepEd Order No. 013, s. 2020

DepEd Order No. 017, s. 2020

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

SCHOOL CALENDAR CLASSES LEARNERS PERMIT POLICY

QAD/edm

07/07/2021

Enclosure No. 1 of Regional Memorandum No. 504, s, 2021

Documents Evaluation in the Learning Delivery Modality/ies of the Private Schools

Timeline	Activity/ies	Persons Involved	Level
July 16, 2021	Conducts orientation on the readiness assessment checklist.	Division Review Evaluation Committee (DREC) School Committee	Division
July 19-23, 2021	- Private School's preparation of the required documents on the learning delivery modality/ies. - Submit Letter of Intent (LOI) to implement the learning delivery modality/ies addressed to the Regional Director through the Schools Division Superintendent. - Submit the documents through courier or personal adhering the minimum health standards in compliance with the guidelines of LGU, DOH, and IATF.	School Committee	School
July 26-30, 2021	Submission of the documentary requirements in the SDO of the learning delivery modality/ies in the learning continuity plan of the private schools. - DREC shall evaluate the complete documents of the private schools based on the checklist of requirements. - DREC shall validate the veracity and authenticity of the documents applying the different modes of inspection such as: - Virtual Ocular Inspection based on school's geographical locations and community quarantine protocols. - On-Site Inspection adhering the minimum health standards in compliance with the guidelines of LGU, DOH, and IATF, and - Other modes of inspection as agreed by the DREC.	Division Review Evaluation Committee (DREC)	Division

	• DREC shall accomplished the evaluation sheet with narrative descriptions in every item stating their summary of findings and recommendations. • The evaluation sheet shall be signed by the DREC and Schools Division Superintendent. • If compliant, the school's documentary requirements shall be forwarded to RO for approval • If non-compliant, the private schools shall comply the documentary requirements as required by the DREC.		
August 2-4, 2021	• Endorsed the following documents to RO, to wit: a. Schools Letter of Intent (LOI) b. Endorsement Letter signed by the SDS. c. Signed evaluation sheet by the DREC and SDS with narrative descriptions in every item, summary of findings, and recommendations. • The documents shall be sent through courier or personal practicing the minimum health standards.	Division Review Evaluation Committee (DREC)	Division and School
August 9-20, 2021	• Submission of the documentary requirements in RO of the learning delivery modality/ies in the learning continuity plan of the private schools. • The RO-QAD evaluators shall assess the complete documentary requirements and contact the DREC for clarifications or queries on the documents submitted by the private schools. • The RO-QAD evaluators may ask clarifications from the private schools through the contact number and email address written in the evaluation sheet. • The RREC need not to conduct virtual or onsite ocular inspection. The decision of RO is dependent on the completeness of the documents and inspection report submitted by the DREC.		

August 23-27, 2021	• A signed certificate of compliance by the Regional Director for the Secretary of Education shall be sent by the Records Section to the SDO and Private Schools official email address or courier.	Records Section	Regional
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Composition of the Regional Review and Evaluation Committee (RREC)

Role and Function/s	Persons In-Charge	Terms of Reference (TOR)
Team Leader	Evelyn R. Fetalvero, CESO IV Regional Director	• Approve the preparedness of the private schools to implement the learning delivery modality/ies.
Assistant Team Leader	Marilyn F. Antiquina Chief, QAD	• Coordinate/assist the EPSs on the documentary requirements forwarded by the SDOs. • Report to the REXECOM as to updates or status of the private schools issued with compliance certificate.
Members	Coniefe C. Artista ADAS, QAD	• Assist the Chief and EPSs in the recording of the submitted documentary requirements and issuance of the certificate to the private schools. • Assist the Chief in providing relevant data for reporting in the REXECOM.
	• Evaluate the documentary requirements, process the certificate of compliance, draft memorandum, and make endorsement letter to private schools in the following SDOs of:	
	Virginia A. Seña, EdD EPS, QAD	• Agusan del Norte and Bayugan City
	Jesus D. Nono, PhD EPS, QAD	• Butuan City and Dinagat Islands
	Celsa M. Cataluña, PhD EPS, QAD	• Agusan del Sur and Cabadbaran City
	Marygold C. Silao, PhD EPS, QAD	• Surigao City and Siargao Islands
	Elan M. Elpidang, PhD EPS, QAD	• Surigao del Norte and Tandag City
	Edmund D. Mendoza, PhD EPS, QAD	• Surigao del Sur and Bislig City