

Department of EducationREGION IV-A

SCHOOLS DIVISION OFFICE OF CAVITE PROVINCE

July 16, 2020

DIVISION MEMORANDUM NO. 207, s. 2020

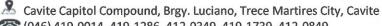
To: Assistant Schools Division Superintendent
Selected Curriculum and Implementation Division Personnel
Selected School Governance and Operations Division Personnel
Selected Elementary and Secondary School Heads
All Concerned

MONITORING OF THE DRY RUN OF SCHOOL LEARNING CONTINUITY PLAN

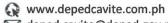
- 1. This is with reference to Division Memorandum No. 198 s, 2020 entitled, "Dry-Run of School Learning Continuity Plan" on July 27 31, 2020.
- 2. Monitoring Team composed of the following selected personnel will conduct onsite evaluation using Observation Tool on the Learning Continuity Plan (LCP) Implementation (Annex A):

Name of School	Monitoring Team	
Felipe Calderon Elementary School,	Elpidia B. Bergado	
Tanza	Riza Soberano	
	Reniel Patrick Tejidor	
Aguado Elementary School, Trece	Gregoria Atas	
Martires City	Jospehine Monzaga	
	May Anne Romanes	
Noveleta National High School,	Diana Topacio	
Noveleta	Emily Quintos	
	Anna Marie Aranzanzo	
Gen. Mariano Alvarez Technical High	Galileo Go	
School, GMA	Rey Ann Avilla	
	Wenifreda Diquit	
	Noel Ortega	
Francisco Tolentino Integrated High	Alicia Francisco	
School, Tagaytay	Romeo Endraca	
	Maribeth Rieta	
	Marlene Panganiban	





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It is expected that the team shall follow the minimum health safety protocol such as wearing of face shield / face mask, physical distancing, etc. during the actual school visit.

- 3. Accomplished tool shall be submitted to *Kristine G. dela Rosa*, Education **Program Specialist II** thru email address: kristine.gener@deped.gov.ph until August 3, 2020 for consolidation and analysis.
- 4. Expenses relative to the conduct of this monitoring shall be charged to Division MOOE subject to usual accounting and auditing procedure.
- 5. Immediate dissemination of this Memorandum is highly desired.

ROMMEL C. BAUTISTA, CESO V Schools Division Superintendent

KGdR/ DM No. 207, s. 2020 071720-016/ 07/16/2020



Cavite Capitol Compound, Brgy. Luciano, Trece Martires City, Cavite

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Annex A

OBSERVATION TOOL ON THE LEARNING CONTINUITY PLAN (LCP) IMPLEMENTATION

A.	Name of School:	
	School ID:	
	Municipality:	_
	Name of School Head:	_

	Evident	Not Evident	Remarks
During the distribution of learning package			
1. Presence of User's Manual (including the			
schedule of distribution per grade level and			
section, room assignment, terms of reference			
of assigned personnel, etc.)			
Presence of display map for the designated releasing area			
3. The designated releasing area is accessible			
 Parents' orientation regarding the pick-up sites was conducted 			2
5. With identified pick-up sites			
6. With identified Learning Resource Liaison			
7. Presence of Community-based Team assignment for distribution			
8. Presence of School-based Team assignment for distribution			
The identified pick-up sites have designated kiosk area drop-off box			
10. Presence of volunteers/designated school			
personnel to receive materials and release to			
the learners/guardians			
11. With designated area for distribution per			
grade level for key stage 1 – 4			
12. With Inventory of Received Modules			
During the actual implementation based on the following modalities:			





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Modular	
Teachers	
1. Orientation of teachers was conducted	
2. Prepared and submitted routinely activities,	
Weekly Plan and Accomplishment (In the	
weekly plan and accomplishment, the specified	
timeline for the submission of activities are clearly	
stated)	
3. Harvested all learners output	
4. Checked output and provide feedback to	
whatever means possible	
5. Assessed learners output and prepared	
remediation plan, if needed	
Learners	
1. Submitted accomplished activity	
sheets/other output	
2. Contacted teacher thru text message, call or	
other means available for concerns and	
clarifications	
Parents/Guardians	
1. Returned accomplished activity	
sheets/modules to drop-off points as per	
specified schedule	
2. Contacted teacher thru text message, call or	
other means available for concerns and	
clarification	
Online	
Teacher	
1. Prepared virtual classroom for real-time	
interactive instructions and discussions	
2. Uploaded audiovisual materials to identified	
learning platforms	
3. Harvested all learners output	
4. Checked and assessed learners output and	
prepared remediation plan, if needed	
Learners	
Submitted accomplished output	
Parents	





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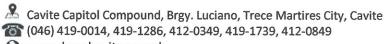
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1. Contacted teacher thru text message, call or	
other means available for concerns and	
clarification	
During the retrieval of learning package	
1. Presence of designated drop-off sites in school	
and barangay	
2. With school-based team assigned for retrieval	
and acceptance of accomplished modules	
3. With community-based team assigned for	
retrieval and acceptance of accomplished	
modules	
4. Presence of retrieval schedule	





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What	needs	to	be	improved
Evaluate		Conforme:		
		Date:		





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