

Republic of the Philippines

Department of Education

REGION IV-A CALABARZON



CLMD-RM-2024-451

24 June 2024

Regional Memorandum
No.451 s.2024

MONITORING THE CONDUCT OF THE NATIONAL LEARNING CAMP (NLC) AND OTHER END OF SCHOOL YEAR (EOSY) ACTIVITIES AND S.Y. 2024-2025 OPENING OF CLASSES

To **Schools Division Superintendents**

1. In relation to DepEd Order No. 008, s. 2024, Amendment to DepEd Order No. 003, s. 2024 and Start and End of School Year 2024-2025, this Office through the Curriculum and Learning Management Division (CLMD) and Quality Assurance Division (QAD) announces the conduct of the above-mentioned activities.
2. The objective of this monitoring is to ensure that the above initiatives are implemented based on the standards/requirements and determine issues and concerns for the provision of technical assistance.
3. The Regional Monitoring Team is composed of the Functional Division Chiefs, Education Program Supervisors, Senior Education Program Specialists and Education Program Specialists.
4. To maximize the time of the monitoring team, the following activities will be monitored:
 - a. National Learning Camp (NLC) – July 1 to 19, 2024;
 - b. SY. 2024-2025 Opening of Classes – July 29 to August 2, 2024; and
 - c. School-Based Training of Teachers (if there are SDOs conducting the same)
5. The Monitoring Officials and schools are expected to comply with R.A. 6713, the Code of Conduct and Ethical Standards for Public Officials and Employees, especially Section 7d. “Public Officials and employees shall not solicit or accept, directly or indirectly, any gift, gratuity, favor, entertainment, loan, or anything of monetary value from any person in the course of their official duties or in connection with any operation being regulated by, or any transaction which may be affected by the functions of their office.” And, Section 4 of Article VIII under Code of Ethics For Professional Teachers states that “A teacher shall not accept favours or gifts from learners, their parents or others in their behalf in exchange for requested concessions, especially if undeserved”.




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6. Travel and other related expenses of the Regional Office personnel relative to the conduct of this activity will be charged against regional funds while that of the Schools Division Office will be charged against their local funds subject to the usual accounting and auditing rules and regulations.
7. Attached is the list of Regional Monitoring Officials and the monitoring tool for the NLC and Opening of Classes.
8. For clarifications, please contact the Chief of the Curriculum and Learning Management Division (CLMD), **VIERNALYN M. NAMA** at (02) 647-7487 loc. 420 or via email @ clmd.calabarzon@deped.gov.ph or the Chief of the Quality Assurance Division (QAD), **LUZ E. OSMEÑA** through the landline (02) 8862-5773 loc.450.
9. Immediate and widest dissemination of this Memorandum is desired.


ATTY. ALBERTO T. ESCOBARTE, CESO II
Regional Director 

Enclosure 1: Regional Monitoring Officials

	Schools Division Office to Monitor	NLC Monitoring		Monitoring for the Opening of Classes	
		Monitoring Official	Date of Monitoring	Monitoring Official	Date of Monitoring
1	Antipolo City	Luz E. Osmeña	July 9-10, 2024	Luz E. Osmeña	July 1-5, 2024
		Elena L. Lopez	July 4-5, 2024	Loida G. Tomelden	July 29-30, 2024
				Jisela Ulpina	July 29 - 30, 2024
2	Bacoor City	Randie B. Atienza	July 8-9, 2024	Hazel Angelyn E. Tesoro	July 30 - 31 2024
3	Batangas Province	Emelia M. Aytona	July 1 & July 12, 2024	Emelia M. Aytona Elino S. Garcia (Area 2) Elino S. Garcia (Area 4)	July 29 to August 2, 2024 July 29-30, 2024 July 31, 2024
4	Batangas City	Jonalyn Pattalitan	July 18-19, 2024	Randie B. Atienza	August 1 - 2 2024
5	Binan City	Jona M. Malonzo	July 18-19, 2024	Jonalyn Pattalitan	July 29-30, 2024
6	Cabuyao City	Nadina G. Gatón	July 18-19, 2024	Jona M. Malonzo	July 29-30, 2024
7	Calamba City	Ma. Lourdes Manimtim	July 1 to 5, 2024	Nadina Gatón	29-Jul-24
8	Cavite Province	Emelia M. Aytona	July 2-4, 2024	Lowiesito O. Erni	July 29 to July 31, 2024
		Virgilio O. Guevarra	July 2-4, 2024	Virgilio O. Guevarra	July 29 to August 1, 2024
9	Cavite City	Elena L. Lopez	July 9-10, 2024	Elena L. Lopez	August 1-2, 2024
10	Dasmariñas City	Jeffrie F. Ditalan	July 22 to 26, 2024	Hazel Angelyn E. Tesoro	July 29 to 30 2024
				Virgilio O. Guevarra	August 2, 2024.
11	General Trias City	Lowiesito Erni	July 1 to 2, 2024	Hazel Angelyn E. Tesoro	August 1 - 2 2024
12	Imus City	Virgilio O. Guevarra	July 5, 2024.	Lowiesito O. Erni	August 1- 2, 2024.
13	Laguna	Paul Gence L. Ocampo	July 1 to 5, 2024	Paul Gence L. Ocampo	July 29 to August 2, 2024
		Loida G. Tomelden	Jul. 18, 2024	Jisela N. Ulpina	July 29-31, 20224
		Glenda E. Dela Torre	July 18-19, 2024	Nadina Gatón	30-Jul-24
14	Lipa City	Maricris Tadioan	July 9-11, 2024	Loida G. Tomelden Elino S. Garcia	August 1, 2024 August 1-2, 2024
15	Lucena City	Glenda E. Dela Torre	4-Jul-24	Eugene Ray F. Santos	August 1 to 2, 2024
		Michael Girard R. Alba	July 1-2, 2024	Michael Girard R. Alba	July 29 to August 2, 2024
16	Quezon	Jeffrie F. Ditalan	July 24-25, 2024	Eugene Ray F. Santos	July 29 to 31, 2024
		Mark Anthony Malonzo	July 15-19, 2024	Mark Anthony Malonzo	July 29 to August 2, 2024
17	Rizal	Luz E. Osmeña	July 9-10, 2024	Luz E. Osmeña	July 1-5, 2024

	Rizal	Loida G. Tomelden	Jul. 19, 2024	Bryan A. Pobe	July 29-30, 2024
		Jisaela N. Ulpina	July 5, 2024.	Dianne Catherine T. Antonio	July 29-30, 2024
		Lorenzo Ruiz C. Costo	July 17-19, 2024	Lorenzo Ruiz C. Costo	July 29-31, 2024
18	San Pablo City	Emelia P. Crescini	July 1 to 5, 2024	Emelia P. Crescini	July 29 to August 2, 2024
19	San Pedro City	Elena L. Lopez	July 15 to 19, 2024	Donna L. Lago	July 29 - 30, 2024
20	Sta. Rosa City	Viernalyn M. Nama	July 2-3, 2024	Margaret P. Musa	July 29 to August 2, 2024
21	Sto. Tomas City	Randie B. Atienza	July 17-19, 2024	Glenda E, Dela Torre	July 29-30, 2024
22	Tanauan City	Emelia M. Aytona / Donna L. Lago	July 10- 11, 2024/July 18-19, 2024	Randie B. Atienza	July 29 - 31, 2024
23	Tayabas City	Eugenio S. Adrao	July 11-12, 2024	Eugenio S. Adrao	July 29 - 30, 2024

Enclosure 2: Monitoring Tools for NLC and Opening of Classes

Official Monitoring Tool for On-Site Regional Monitoring of NLC

**National Learning camp (NLC) & Other EOSY Break Activities
Monitoring Checklist & Observations**

Region:	_____	Division:	_____
District:	_____	PSDS:	_____
School:	_____	School ID No.:	_____
School Head:	_____	Contact No.:	_____

National Learning Camp	Other EOSY Break Activities
_____ Grade 7	_____ Remedial Classes
_____ Grade 8	_____ Math and Reading Program
_____ Grade 9	_____ Intervention
_____ Grade 10	_____ Consolidation
	_____ Enhancement

Part I National Learning Camp

INSTRUCTIONS: Put a check mark (/) on the appropriate column for every indicator. Write additional information under OBSERVATIONS if necessary.

Indicators	Evident	Not Evident	Observations
A. Program Implementation			
Orientation of Internal and External Stakeholders on the			
Advocacy materials (tarpaulin, flyers, leaflets, posters, social media announcement.			
Involvement/support of stakeholders (LGU, parents, alumni, CSOs, NGOs			
NLC Assessment			
B. Learning Environment			
Conducive classrooms/learning spaces.			
Manifestation of inclusive learning			
Safety protocols and Well-being/Psychological First aid			
C. Support for Teachers			
Capacity Building for Teachers			
Collaborative Expertise Sessions			
Lesson Plans for Grade 7 to 10 provided by CO			
Teaching Material for Grade 7 to 10 provided by CO			
Technical Assistance if needed			
D. Support for Learners			
Student Worksheets/learning materials for grade 7 to 10			
Freebies for learners from partners			
Booths for fun-filled activities			

Part II: Other EOSY Break Activities

INSTRUCTIONS: Put a check mark (/) on the appropriate column for every indicator. Write additional information under OBSERVATIONS if necessary.

Indicators	Evident	Not Evident	Observations
A. Program Implementation			
Orientation of Internal and External Stakeholders on the Advocacy materials (tarpaulin, flyers, leaflets, posters, social media announcement.			
Involvement/support of stakeholders (LGU, parents, alumni, CSOs, NGOs			
CRLA and RMA Assessment			
B. Learning Environment			
Conducive classrooms/learning spaces.			
Manifestation of inclusive learning			
Safety protocols and Well-being/Psychological First aid			
C. Support for Teachers			
Collaborative Expertise Sessions			
Grades 1 to 3 Reading and Math Teaching Materials			
Materials for Teacher-made resources			
Technical Assistance if needed			
D. Support for Learners			
Grades 1 to 3 Reading and Math Learning and Assessment			
Freebies for learners from partners			
Booths for fun-filled activities			
General Comments:			

Disclaimer: all the data gathered in this M&E tool will be subjected with the data privacy law and will be used for NLC program purposes only.

Monitored by: _____

Date: _____

Conformed: _____



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Regional Monitoring Tool for National Learning Camp Implementation & other EOSY Break Activities in the SDOs

Name of SDO: _____ SCHOOL: _____ Date: _____

Instruction for Monitor: Please fill up the needed data in the blank below: The data may be generated during interview.

Note : Please refer to the National Learning Camp (NLC) & Other EOSY Break Activities Monitoring Checklist & Observations

PART 1. NATIONAL LEARNING CAMP					
No.	Indicators	Challenges/Issues/Concerns Encountered by the School	Action/s Taken by School Head	TA Provided by SDO	TA Provided by RO
A	Program Implementation				
B	Learning Environment				
C	Support for Teachers				
D.	Support for Learners				



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Part II. OTHER EOSY ACTIVITIES:					
A	Program Implementation				
B	Learning Environment				
C	Support for Teachers				
D	Support for Learners				
BEST PRACTICES :					
GENERAL COMMENTS :					
<i>Disclaimer: all data gathered in this M&E tool will be subjected with the data privacy law and will be used for NLC program purposes only.</i>					

Monitored by:

(Signature over Printed Name)
RO Monitoring Official

Date : _____

Conformed :

(Signature over printed Name)
SDO Monitoring Official Team Lead



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**MONITORING TOOL ON THE OPENING OF CLASSES
 SY. 2024-2025**

I. BASIC INFORMATION

School		Division	
Address		School ID	
Public/Private		PROGRAM (K/E/JHS/SHS)	
Government Permit or Recognition			
School Head		Contact Number	
		Email Address	

II. PROGRAM ENROLMENT INFORMATION

PROGRAM	TOTAL ENROLMENT (REGULAR)			ALS			SPED			ALIVE			IPED			OSHP			RFS			
	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	
KINDER																						
ELEM																						
JHS																						
SHS																						

Level	Number of Classrooms		Number of Teachers		Number of Desk/Assess. Chairs	
	Actual	Needs	Actual	Needs	Actual	Needs
Kindergarten						
Elementary						
JHS (Regular)						
Senior High School						

Findings/Observations: _____



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III. School Readiness

School Physical Facilities	Sufficient (/ or x)	Description of Readiness	Other Remarks
<input type="checkbox"/> Instructional Rooms			
<input type="checkbox"/> Laboratories			
<input type="checkbox"/> Learning Materials/Modules			
<input type="checkbox"/> Ancillary Facilities (Library, Canteen, Guidance Room, Clinic, etc)			

Findings/Observations: _____



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IV. COMPLIANCE TO BASIC DEPED ACTIVITIES AND POLICIES

Conduct of the Activity	Means of Verification (MOV) ^a
<input type="checkbox"/> Early Registration of Learners SY 2024-2025 (D.O. 10 S. 2023) Date/s:	
<input type="checkbox"/> Compliance with DepEd Order 21, s. 2023 (Brigada Escolara /Brigada Escolara Plus) Date/s:	
<input type="checkbox"/> Launching of Oplan Balik Escolara <input type="checkbox"/> (DM 48 s. 2023)	
<input type="checkbox"/> General Assembly/Orientation of Stakeholders (DM 48 s. 2023 , Do 21 s. 2023, DM 22 s. 2023) Date/s:	
<input type="checkbox"/> Regular Classes (Public Schools)	
<input type="checkbox"/> Revised or Deviation to School Calendar SY 2023-2024 (RA 11460, DO 22 s. 2023) (Private Schools)	
<input type="checkbox"/> Late registrants accommodated in a specific place/ OBE Help Desk	
<input type="checkbox"/> Age requirement for Kindergarten (Do 20, s. 2018)	
<input type="checkbox"/> Workload of teachers (DM 29, s. 2008, DO 16, s. 2009, and RM 550 s. 2018, DO 2, s. 2024)	
<input type="checkbox"/> Zero Collection Policy (DO #31, s. 2012)	
<input type="checkbox"/> Safety measures prepared / implemented by the schools	
<input type="checkbox"/> School Canteen Food and Beverages (DO 13, s. 2017)	
<input type="checkbox"/> No Uniform Policy (DO 45, s. 2008 and DO 46, s. 2008)	

^aPlease enumerate MOV's per activity: (a) Minutes of the Meeting b) Attendance) Report, d) Pictures, e) Links f) etc.



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V. OTHER ISSUES AND CONCERNS ENCOUNTERED BY THE STAKEHOLDERS DURING THE OPENING OF CLASSES

Stakeholders	Issues/Concerns	Interventions/ Solutions Made	Technical Assistance Needed from SDO/RO
1. Learners			
2. Parents			
3. Teachers			
4. School Head			
5. Other Stakeholders:			

Findings/Observations:

BEST or Commendable Practices Noted:

Monitoring Official:

 (signature over printed name and designation)

 Date

Conforms:

School Head:

 (signature over printed name and designation)

 Date



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