

Republic of the Philippines
Department of Education
REGION IV-A CALABARZON



03 June 2025

Regional Memorandum
No. 414, s. 2025

**MONITORING OF THE OPENING OF CLASSES
FOR SY 2025-2026**

To: **Schools Division Superintendents**
Regional Functional Division Chiefs
All concerned personnel

1. Pursuant to DepEd Order No. 12, Series of 2025 or the Multi-Year Implementing Guidelines on the School Calendar and Activities for the School Year 2025-2026, this Office through the Quality Assurance Division (QAD) and Curriculum and Learning Management Division (CLMD), announces the conduct of Monitoring of the Opening of Classes for SY 2025-2026 in the identified Schools Division Offices (SDOs) on **June 16-20, 2025**.
2. The purpose of this monitoring as indicated in DO 09, s. 2024 Section V-Item 9, is that *"Schools Division offices (SDOs) and Regional Office (RO) shall provide Technical Assistance (TA) through Monitoring and Evaluation (M&E), ensuring that public schools strictly comply with the provisions in this Order. Private schools and non-DepEd schools offering basic education are strongly encouraged to comply with its provisions"*.
3. The monitoring personnel/officials from SDOs and Regional Office are expected to comply with RA 6713 or the Code of Conduct and Ethical Standards of Public Officials and Employees specifically 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".
4. Please refer to the attached Monitoring Tool and School Watching Mapping checklist and the list of regional monitoring personnel/officials. This shall serve as the travel authority for all monitoring teams listed herein.




Address: Gate 2, Karangalan Village, Cainta, Rizal
Telephone No.: 02-8682-2114
Email Address: region4a@deped.gov.ph
Website: depedcalabarzon.ph



Certificate No. PHP QMS
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5. Travel and other related expenses of the regional office personnel/officials relative to the conduct of this activity shall be charged against regional funds subject to the usual accounting and auditing rules and regulations.
6. For clarifications and other details, you may get in touch with Viernalyn M. Nama, CLMD Chief at (02) 8682-2114 loc. 420 and Luz E. Osmeña, QAD Chief at (02) 88682-2114 loc. 450.
7. Immediate and widest dissemination of this Memorandum is desired.


ATTY. ALBERTO T. ESCOBARTE, CESO II

 Regional Director 

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Republic of the Philippines
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REGION IV-A CALABARZON

**LIST OF REGIONAL MONITORING OFFICIALS FOR THE SY 2025-2026
OPENING OF CLASSES (June 16-20, 2025)**

Monitoring Team	SDO	Inclusive Dates	RO Monitoring Official/s
1	Cavite Province	June 16-17, 2025	Atty. Alberto T. Escobarte, Ces0 II Eduarda M. Zapanta Engr. Jamaica Rose G. Rolloque
		June 19-20, 2025	Lowiesito O. Erni Virgilio O. Guevarra, Jr.
2	Rizal Province	June 16-17&19, 2025	ARD Loida N. Nidea Viernalyn M. Nama Lorenzo Ruiz C. Costo Jisela N. Ulpina
3	Antipolo City	June 17, 2025	Atty. Alberto T. Escobarte, Ces0 II Eduarda M. Zapanta Engr. Jamaica Rose G. Rolloque
		June 16-17, 2025	Bryan A. Pobe Ma. Lourdes O. Manimtim
		June 20, 2025	Pearl Oliveth S. Intia Johnalen Aira S. Soberano
4	Bacoor City	June 17, 2025	Eugenio S. Adrao Lowiesito O. Erni
5	Batangas Province	June 18, 2025	Emelia M. Aytona Margaret P. Musa
		June 18-20, 2025 (<i>June 18, 2025 -Travel Time to Tingloy, Batangas</i>)	Elin0 S. Garcia Margaret P. Musa
		June 19-20, 2025	Emelia M. Aytona Randie B. Atienza

6	Batangas City	June 19-20, 2025 <i>(Isla Verde)</i>	Buenalyn M. Manuel Ramil G. Ginete
7	Biñan City	June 16, 2025	Atty. Alberto T. Escobarte, Ceso II Eduarda M. Zapanta Engr. Jamaica Rose G. Rolloque
		June 18, 2025	Jona M. Malonzo Mark Anthony R. Malonzo
8	Cabuyao City	June 19-20, 2025	Lourdes T. Bermudez Donna L. Lago
9	Calamba City	June 16, 2025	Lourdes T. Bermudez Donna L. Lago
		June 17, 2025	Jonalyn B. Pattalitan Colleen Marhey R. Lacuesta
10	Cavite City	June 16, 2025	Lowiesito O. Erni Eugenio S. Adrao
11	Dasmariñas City	June 19, 2025	Jona M. Malonzo Mark Anthony R. Malonzo
12	General Trias City	June 17, 2025	Paul Gence L. Ocampo Edilberto A. Damiles, Jr.
13	Imus City	June 16-17, 2025	Luz E. Osmeña Jeffrie F. Ditablan
14	Laguna Province	June 16-17, 2025	Nadina G. Gatón Raginne A. Yanez
		June 19-20, 2025	Loida G. Tomelden Paul Gence L. Ocampo
15	Lipa City	June 16-17, 2025	Randie B. Atienza Buenalyn M. Manuel
16	Lucena City	June 19-20, 2025 <i>(June 18, 2025 -Travel Time to Lucena City)</i>	Eugene Ray F. Santos Emelia P. Crescini
17	Quezon Province	June 16-20, 2025 <i>(June 16-17, 2025 - Congressional District IV, June 18, 2025 -Travel time to Bondoc Peninsula)</i>	Andrea Mabel E. Abrencillo Rey M. Valenzuela

		June 19-20, 2025	Atty. Alberto T. Escobarte, Ceso II ARD Loida N. Nidea Eduarda M. Zapanta Edilberto A. Damiles, Jr.
18	San Pablo City	June 16, 2025	Glenda E. Dela Torre Emelia P. Cresini
19	San Pedro City	June 16, 2025	Philips T. Monterola Anjo H. Raqueño
20	Santa Rosa City	June 16, 2025	Atty. Alberto T. Escobarte, Ceso II Eduarda M. Zapanta Engr. Jamaica Rose G. Rolloque
		June 16, 2025	Jonalyn B. Pattalitan Colleen Marhey R. Lacuesta
		June 17, 2025	Lourdes T. Bermudez Donna L. Lago
21	Sto. Tomas City	June 17, 2025	Loida G. Tomelden Reymund M. Ferry
22	Tanauan City	June 16, 2025	Loida G. Tomelden Reymund M. Ferry
23	Tayabas City	June 17, 2025 <i>(June 16, 2025 -Travel Time to Tayabas City)</i>	James Mattwill T. Abalos. Rochelle May M. Nisola



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**MONITORING TOOL ON THE OPENING OF CLASSES
PRIVATE SCHOOLS
SY 2025-2026**

I. SCHOOL PROFILE

School Name (Registered/ Official)		Division	
School Address		School ID	
School Administrator		Contact No.	
		Email Address	
Government Permit or Recognition Nos.		Curricular Offering/ Classification (K/ E/ JHS/ SHS)	
GASTPE Grant/s <ul style="list-style-type: none">o ESCo TSSo SHS-VP o JDVP Partner		Learning Delivery Modality/ies <ul style="list-style-type: none">o Online Distance Learningo Modular Distance Learningo Full Face to Faceo Blended Learningo Others (Pls. Specify) _____	
No. Classrooms			
No. of Teachers			
No. of Teachers with License			
No. of Teachers without License			

II. SCHOOL READINESS

Indicators	Evident	Partially Evident	Not Evident	Remarks
School Readiness and Safety Ensured that the school is physically and operationally prepared to conduct classes and with adequate school furniture.				
Teachers and School Heads Capacity Building Teachers and school leaders have attended training on the Revised K to 12 Curriculum,				
Total				

III. STATUS OF SCHOOL FACILITIES

Instructional Rooms and Furniture The school has enough classrooms and furniture for learners and teachers.				
Functional Laboratories The school has Science, ICT, and other subject-specific laboratories equipped and operational to support practical and experiential learning.				
Functional Ancillary Facilities (Library, Canteen, DRRM Room, Guidance Room, Clinic, etc. The school has available functional and accessible ancillary facilities contributing to a safe, healthy, and conducive learning environment.				
Learner Rights and Protection Help Desk There is a designated help desk to address concerns related to child protection, bullying, and learner welfare, ensuring the upholding of children's rights.				
First Aid and Safety Kit There are available first aid kits and emergency supplies.				
Total				

IV. COMPLIANCE TO BASIC DEPED ACTIVITIES AND POLICIES

DepEd Policies/Activities	Means of Verification (MoVs)
<input type="checkbox"/> General Assembly/Orientation of Stakeholders <input type="checkbox"/> DM 45 s. 2025- <i>National Oplan Balik Eskwela</i> , DO 012, s. 2025- <i>Multi-Year Implementing Guidelines on the School Calendar and Activities</i> , DO 20 s. 2023- <i>Guidelines on the Implementation of Senior High School Voucher Program</i> , DO 20, s. 2017- <i>Guidelines on the Implementation of Educational Service Contracting (ESC)and Teacher's Salary Subsidy(TSS) Programs in JHS effective SY 2017-2018</i> , DO 001, s. 2022- <i>Revised policy Guidelines on Homeschooling Program</i> (if applicable), DM 019, s. 2023- <i>Extension to the period of consultation and application for changes in tuition/other school fees, Renewal of Permits to operate, and new course offering of private educational Institution in light of the adjusted School Calendar for the School Year 2023-2024</i> , Date/s:	
<input type="checkbox"/> Copy of approved letter for Deviation of opening of classes (if applicable)	
<input type="checkbox"/> Age requirement for Kindergarten Learners (DO 15, s.2025- <i>Amendment to D0 47,s.2016,Omnibus Policy on Kindergarten Education</i>)	
<input type="checkbox"/> Encoding of Learners in the Learner Information System for SY 2024-2025 (DO 3, s. 2018, DO 27, s. 2019 Incl. Unnumbered Memorandum for the Guidelines in the BEIS SY 2024-2025 Data Collection) Date Accomplished:	
<input type="checkbox"/> Submission of Basic Education Information System (BEIS) Profile for SY 2024-2025 (D.O. 27, s. 2019 Incl. Unnumbered Memorandum for the Guidelines in the BEIS SY 2024-2025 Data Collection) Date Accomplished:	

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:			

Significant Findings:

Commendable Practices :

Monitoring Official:

(signature over printed name and designation)

Date

Conforme:

School Head:

(signature over printed name and designation)

Date



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**MONITORING TOOL ON THE OPENING OF CLASSES
PUBLIC SCHOOLS
SY 2025-2026**

I. SCHOOL PROFILE

School Name (Registered/Official)		Division	
School Address		School ID	
Name of School Head		Email Address	
Position/Designation		Curricular Offering/Classification (K/E/JHS/SHS)	
Contact Number			

II. PERCENTAGE OF COMPLIANCE WITH THE NATIONAL INVENTORY GUIDELINES
(For Public Schools only)

Area of Concern	Status (Done or Ongoing)	% of Compliance (100% if Done, <100% if still ongoing)
Basic School Profile (Items 1-18)		
Inventory of School Personnel (Filled and Unfilled Positions) (Items 19-52)		
Inventory of Functional School Infrastructure (in any funding source) (Items 53-79)		
Inventory of Functional Furniture (Items 80-89)		
Inventory of Learning Resources (Textbooks and Learning Tools and Equipment) (Items 90-124)		
Inventory of Functional Information and Communication Technology (ICT) Equipment (Items 125-135)		
Availability of Access to Utilities (Items 136-137)		
Proposed Program/Project/Activity for Funding Request		

<i>(Items 138-165)</i> Note: The portion is optional. This applies only for schools with proposal. If there are more 2 or 3 proposals, the 2 nd Proposal will have <i>Items 166-193</i> while the 3 rd Proposal will have <i>Items 194-221</i>		
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III. SCHOOL READINESS

Indicators	Evident	Partially Evident	Not Evident	Remarks
Learning Outcomes Assessment Ensured readiness of printed Beginning of School Year (BOSY) Assessment Tools for Comprehensive Rapid Literacy Assessment (CRLA) for Grades 1-3, Rapid Mathematics Assessment (RMA) for Grades 1-10 and Philippine Informal Reading Inventory (Phil-IRI) for Grades 4-10.				
School Readiness and Safety Ensured that the school is physically and operationally prepared to conduct classes with a clean and safe environment. <i>(See RM No. 379, s. 2024)</i>				
Teachers and School Heads Capacity Building Teachers and school leaders have attended training on the Revised K to 12 Curriculum, Strengthened Senior High School Program and Dynamic Learning Program for Pilot Implementers . <i>(See Certificate of Attendance of teachers & school head on Revised K to 12 Curriculum Training for Grades 2,3, 5 & 8; Attendance of teachers in the Strengthened SHs Training conducted by CO, Attendance of teachers in DLP Training)</i>				
Learning Resources Distributed printed SLMs or DLP-Learning Activity Sheets and other learning materials. <i>(See Distribution List to teachers and learners, RM 396, s. 2025)</i> Ongoing distribution of Dynamic Learning Program – Learning Activity Sheets (DLP-LAS) <i>(RM 233, s. 2025)</i>				

Filling Up of Teaching and Non-teaching Items Filled-up vacant teaching and non-teaching positions.				
Funds for Teachers and Other Programs Ensured availability and utilization of school MOOE.				
Monitoring and Evaluation Ensured that M & E Plan is in place.				
Total				

IV. STATUS OF SCHOOL FACILITIES

Instructional Rooms and Furniture The school has enough classrooms and furniture for learners and teachers.				
Functional Laboratories The school has Science, ICT, and other subject-specific laboratories equipped and operational to support practical and experiential learning.				
Functional Ancillary Facilities (Library, Canteen, DRRM Room, Guidance Room, Clinic, etc) The school has available functional and accessible ancillary facilities contributing to a safe, healthy, and conducive learning environment.				
Learner Rights and Protection Help Desk There is a designated help desk to address concerns related to child protection, bullying, and learner welfare, ensuring the upholding of children's rights.				
First Aid and Safety Kit There are available first aid kits and emergency supplies.				
Total				

V. COMPLIANCE WITH BASIC DEPED POLICIES/ ACTIVITIES

DepEd Policies/Activities	Means of Verification (MOVs)
<input type="checkbox"/> General Assembly/Orientation of Stakeholders (DM 45 s. 2025- National Oplan Balik Eskwela, DM 042 s. 2025-2025 Brigada Eskwela Implementing Guidelines, DO 012, s. 2025-Multi-Year Implementing Guidelines on the School Calendar and Activities)	
<input type="checkbox"/> Late registrants accommodated in a specific place/ OBE Help Desk <input type="checkbox"/> DO 03, s. 2025-Basic Education Enrollment Policy	
<input type="checkbox"/> Age requirement for Kindergarten (DO 15, s.2025- Amendment to DO 47,s.2016,Omnibus Policy on Kindergarten Education)	
<input type="checkbox"/> Workload of teachers (DO 16, s. 2009- Addendum to DM 291, s. 2008, Guidelines for the Implementation of CSC Resolution No 080096 on Working Hours for Public School Teachers, RM 550 s. 2018-Measures to enhance Teachers' Welfare in CALABARZON, DO 2, s. 2024-Immediate Removal of Administrative Tasks of Public School Teachers, DM-Osec-OUHROD-2025-0002 - Additional Guidelines on the Assignment of Teaching Load to Teachers)	
<input type="checkbox"/> Zero Collection Policy DO 19, s. 2008- Implementation of No Collection Policy in all Public Elementary and Secondary Schools	
<input type="checkbox"/> School Canteen Food and Beverages DO 13, s. 2017-Policy Guidelines on Healthy Food and Beverage Choices in Schools and DepEd Offices	
<input type="checkbox"/> No Uniform Policy (DO 45, s. 2008- Student Uniforms not Required in Public Elementary and Secondary Schools, DO 46, s. 2008- Proper School Attire	
<input type="checkbox"/> Encoding of Learners in the Learner Information System for SY 2024-2025 (DO 3, s. 2018, DO 27, s. 2019 Incl. Unnumbered Memorandum for the Guidelines in the BEIS SY 2024-2025 Data Collection) Date Accomplished:	
<input type="checkbox"/> Submission of Basic Education Information System (BEIS) Profile for SY 2024-2025 (D.O. 27, s. 2019 Incl. Unnumbered Memorandum for the Guidelines in the BEIS SY 2024-2025 Data Collection) Date Accomplished:	
<input type="checkbox"/> Submission of National School Building Inventory (NSBI) for SY 2024-2025 (Incl. Unnumbered Memorandum for the Guidelines in the Conduct of NSBI for SY 2024-2025) Date Accomplished:	

VI. 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:			

Significant Findings:

Commendable Practices :

Monitoring Official:

(signature over printed name and designation)

Date

Conforme:

School Head:

(signature over printed name and designation)

Date