



Republic of the Philippines
DepED
DEPARTMENT OF EDUCATION
Region I
SCHOOLS DIVISION OFFICE
Dagupan City



DIVISION MEMORANDUM

NO. 243, S. 2017

RELEASED
DEPED
DATE: 10/19/17
BY: [Signature]

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
Public Elementary and Secondary School Heads
All Others Concerned

From: *[Signature]* 10/18/17
LORNA G. BUGAYONG, Ph.D., CESO VI
Schools Division Superintendent

Subject: **MONITORING AND EVALUATION OF MID – YEAR IN – SERVICE TRAININGS**

Date: October 18, 2017

- In view of the In – Service Trainings (INSETs) that will be conducted by all public elementary and secondary schools in the division this October 23 – 27, 2017, please be informed that there will be an on – site monitoring and evaluation to ensure the proper conduct of the INSETs in the division.
- The Division Monitoring Team is composed of the following:
 - Program Management: Curriculum Implementation Division**
 - Group Leader: Dr. Venus Maria SM. Estonilo, Chief ES
 - Members: Education Program Supervisors
Public Schools District Supervisors
 - Training Management: School Governance and Operations Division**
 - Group Leader: Maria Linda R. Ventenilla, Chief ES
 - Assist. Leader: Dr. Marissa O. Perez, EPS – SGOD
 - Members: Senior Education Program Specialists
Education Program Specialists II
- The results of the online evaluation that will be prepared and facilitated by the schools' respective ICT Coordinators will have to be submitted at the end of every training day to the SDO c/o **Mr. Isagani D. Rosario**, Education Program

Specialist II - School Management Monitoring and Evaluation, for consolidation and interpretation purposes.

4. All elementary and secondary schools are hereby directed to submit a copy of the approved School In – Service Training Matrix to the SDO c/o **Mr. Reymond N. Villare**, Senior Education Program Specialist for School Management Monitoring and Evaluation, on or before **October 20, 2017**.
5. For information, guidance and compliance of all concerned.