



Republic of the Philippines
Department of Education
REGION I

SCHOOLS DIVISION OFFICE DAGUPAN CITY

**Office of the Schools Division
Superintendent**

DIVISION MEMORANDUM No. 058, s. 2020

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

RELEASE
SDO-DAGUPAN
BY: [Signature]
DATE: 07/06/20
BY: [Signature]

From: *[Signature]*
MARIA CELIA JUNIO-FERNANDEZ, EdD., MDM-SEC
Schools Division Superintendent *[Signature]*

Subject: **MONITORING OF THE CONDUCT OF FOURTH QUARTER EXAMINATIONS**

Date: March 4, 2020

RECEIVED
DATE: 2/6/2020
TIME: 4:45
BY: NANTE B. INFANTE
OFFICER I

- As per DepEd Order No. 007, s. 2019 entitled "School Calendar for School Year 2019 – 2020, this Office reminds all public elementary and secondary schools in the division on the conduct of the following activities:
 - March 12-13, 2020 (Thursday & Friday)-Fourth Quarter Examinations (Final Examinations for Grades 6 and 12)
 - March 19-20, 2020 (Thursday & Friday)- Fourth Quarter Examinations (Final Examinations for Grades 1-5 & Grades 7-11)
- This is also to reiterate the **Regional Policy on the Administration of Quarterly Examinations in Public Schools through Regional Order No. 1, s. 2017** which states the following:
 - ✓ that the quarterly examination measures whether learners have met the content and performance standards at the end of a period of learning. That in order for assessment to be more meaningful and authentic, teachers must use methods to measure student learning that have been deliberately designed to assess how well students have learned and able to apply their learning in different contexts;
 - ✓ only teacher made test shall be administered to the learners, not test constructed by assigned group in the division;
 - ✓ the results of the assessment test are recorded and used to report on the learner's achievements, the same are primarily reported to the learners and to the parents/guardians; and
 - ✓ quarterly examinations shall be monitored by the Regional and Division teams.



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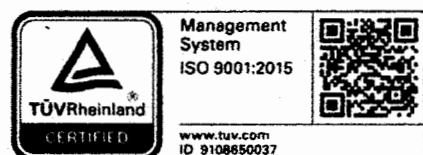
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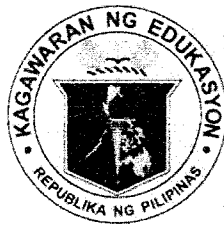
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3. The Office directs all Chief Education Supervisors, EPSs, PSDSs and SGOD Personnel to monitor the conduct of the Fourth Quarter Examinations and submit a Monitoring Report to the (SMME) Unit of the SDO c/o Mr. Isagani D. Rosario/Dr. Edgar T. Timbol on **March 23, 2020** for consolidation and submission to the Quality Assurance Division, DepEd Regional Office I on or before **March 25, 2020**. The report should contain among others the general conduct of the Fourth Quarter Examination, manner of reproduction of test materials, involvement of Teachers in the preparation of the test, source of fund for the reproduction of test materials and other issues and challenges in the conduct of the quarterly examinations as stated in the said Regional Memorandum. It is likewise reiterated that the attached monitoring tool be completely filled up by the monitoring officials/team members.
4. In relation to this, there will be an orientation of all monitoring official/team members on **March 10, 2020 (Tuesday), 3 o'clock** in the afternoon at the **SGOD Office**.
5. Attached is the assignment of the monitoring officials.
6. Immediate dissemination of the contents of this Memorandum is enjoined.



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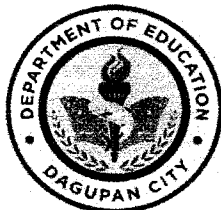


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 Superintendent**

DIVISION MONITORING TEAM

Division Lead Group: DR. MARIA CELIA JUNIO-FERNANDEZ, MDM-SEC, SDS DR. LOURDES D. SERVITO, CESO VI, ASDS DR. VENUS MARIA SM. ESTONILO, CID CES MDM. MARIA LINDA R. VENTENILLA, SGOD CES DR. MARISSA O. PEREZ, SGOD EPS		
Suit ES Pugaro IS Salapingao ES Salapingao NHS	Lomboy ES	Mr. Alfred B. Gonzales Dr. Debbie C. Gan Mdm. Bethany Venice S. Bautista
T. Ayson Rosario ES Carael ES Carael NHS	Calmay ES	Mdm. Sheryl C. Villacorta Dr. Jaime C. Siapno Dr. Edgar T. Timbol
Federico N. Ceralde IS North Central ES Gen. Gregorio Del Pilar ES	Sabangan ES	Dr. Liezl S. Cancino Mdm. Rowena O. Lapan Mdm. Diana Irish J. Solis
BBNHS Bonuan Boquig ES Leon Francisco Maramba ES Bliss ES		Dr. Rosalind R. Lomibao Dr. Alicia B. Quimboy Mdm. Gilliane Jessa C. Sable
Victoria Q. Zarate ES Pantal ES Bolosan ES Tambac ES		Dr. Gemma M. Erfelo Mdm. Ophelia Q. Vergonia Mr. Isagani D. Rosario
Salisay ES JJDVSTVSS Mamalingling ES		Mdm. Cherry A. Cayabyab Mr. Ronie D. Bonao Dr. Vladimir C. Parayno
Mangin-Tebeng ES Tebeng ES Lasip Grande ES Pogo-Lasip ES	Juan L. Siapno ES	Mdm. Renata G. Rovillos Mdm. Jane T. Cajayon Dr. Haydee C. Maiquez
Caranglaan ES East Central IS Bacayao Sur ES	Pascuala Villamil ES	Dr. Liberty G. Roxas Dr. Leonarda J. Manansala Mdm. Joann L. Jimenez
Lucao ES West Central ES I West Central ES II		Dr. Ma. Socorro G. Dimalanta Dr. Isabelita N. Daroya Dr. Ma. Victoria Q. Antonio
Juan P. Guadiz ES Malued ES Dagupan City NHS (JHS/SHS)		Dr. Agnes P. Bacugan Dr. Perpetua V. Barongan Dr. Mitchellene V. Rivo



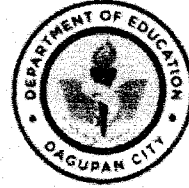
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**ADMINISTRATION OF THE FOURTH QUARTER EXAMINATION
 SCHOOL YEAR 2019-2020**

District/School: _____ Date of Monitoring: _____
 School Head: _____

First Day	
Number of Enrolment: _____	Number of Actual Examinees: _____
Second Day	
Number of Enrolment: _____	Number of Actual Examinees: _____

PARTICULARS	OBSERVATIONS/REMARKS
Preparation of Teacher Made Test with Table of Specifications	
Reproduction of Test Materials a. Manner of Reproduction b. Source of Fund for Reproduction	
Examination Scheme	
Posting of Examination Schedule	
Preparation of Board work (Time to Start and Time to End for every subject)	
Observance of One – seat apart sitting arrangement	
Teacher – in – charge in the administration of the quarter test	
OTHERS	
ISSUES AND CHALLENGES	RECOMMENDATIONS

Prepared by: _____

Conforme: _____

 Monitoring Official

 School Head