



December 6, 2016

DIVISION MEMORANDUM

No. 798, s. 2016

**SCHEDULE OF MONITORING AND EVALUATION OF DIVISION PERSONNEL
DURING THE CONDUCT OF SMEA AND DsMEA CONFERENCE
IN THE SECOND QUARTER OF SCHOOL YEAR 2016-2017**

TO : Assistant Superintendents
Chiefs of SGOD and CID
Division Supervisors/Coordinators
SEPS M & E/SEPS Soc Mob / EPS-II M & E /EPS II- Soc Mob
District Supervisors/OICs
Elementary and Secondary School Heads

1. Per Division Memorandum No. 778, s. 2016, this Office announces the **Schedule of Monitoring and Evaluation of Division Personnel During the Conduct of SMEA and DsMEA Conference in the Second Quarter of School Year 2016-2017** of selected schools and districts of the Seven Congressional Districts on **December 14, 2016 (SMEA)** and on **December 16, 2016 (DsMEA)**.

2. Below are the schools and the districts to be monitored and evaluated with the corresponding Division Personnel.

SMEA December 14, 2016 Wednesday		DsMEA December 16, 2016 Friday		DIVISION PERSONNEL
Congressional Districts	Schools	Congressional Districts	District	
1 ST Cong. Dist.	Sibonga NHS	1 ST Cong. Dist.	MINGANILLA I	Dr. Pamela Rodemio & Ma. Elena T. Parras
2 nd Cong. Dist.	ARGAO CES	2 nd Cong. Dist.	ARGAO 2	Mrs. Maria Socorro Relacion & Mr. Norman Blanco
3 rd Cong. Dist.	TUBURAN-MANGGA CES	3 rd Cong. Dist.	TUBURAN 1	Dr. Jane Gurrea & Mrs. Nenita Jaralve
4 th Cong. Dist.	SAN REMIGIO CES	4 th Cong. Dist.	TUBURAN 2	Mrs. Juvimar Montolo & Mrs. Araceli Cabahug
5 th Cong. Dist.	LILOAN CES	5 th Cong. Dist.	SOGOD	Dr. Mary Ann Flores & Mrs. Rosemary Oliverio
6 th Cong. Dist.	CORDOVA	6 th Cong. Dist.	CONSOLACION	Dr. Gerardo Mantos, & Mr. Cesar Restauero
7 th Cong. Dist.	ALCANTARA CES	7 th Cong. Dist.	GINATILAN	Dr. Novie Mangubat & Dr. Gary Napoles

3. This activity aims to:
 - a. monitor the actual conduct of the SMEA and the DsMEA for the second quarter of selected schools as agreed upon during the orientation;
 - b. discuss issues and concerns relative to the conduct of SMEA and DsMEA ;and
 - c. provide technical assistance/mechanisms on the utilization of the data gathered to better improve delivery of basic education services to schools and districts.
4. Traveling expenses of division personnel, meals, and other incidental expenses relative thereto, shall be chargeable against **Division Funds**, subject to their availability and the usual accounting and auditing rules and regulations.
5. This Memorandum serves as participants' **Authority to Travel**.
6. Immediate and wide dissemination of this **Memorandum** is desired.


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Schools Division Superintendent 

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