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DepEd MEMORANDUM
No. 417 , s. 2010

MAXIMUM UTILIZATION OF THE DATABASE AND REPORTING SYSTEM FOR THE NATIONAL IMPLEMENTATION OF THE SCHOOL READINESS ASSESSMENT (SReA)

To: Regional Directors
       Schools Division/City Superintendents
       Heads, Public Elementary Schools

1.   One of the major thrusts of the Department of Education (DepEd) is to ensure that Grade I Entrants are ready for the different developmental domains such as gross and fine motor, receptive and expressive language, cognitive and socio-emotional domains. In support of this goal, the Bureau of Elementary Education (BEE) developed the Database and Reporting System, which was formally launched in 2009, as a tool to determine the developmental domains in which children need help.

2.   The Database System for the School Readiness Assessment (SReA) is a set of procedures and software programs developed to:

   a.   address problems in SReA data processing, reporting and transmitting/submission of reports;
   b.   enable decision-makers at the school, division, region and national levels to make maximum use of the SReA data/results; and
   c.   support the national implementation of the SReA.

3.   Considering the benefits of the database system in generating information on the readiness of children for Grade I, teachers and school heads are strongly urged to analyze and use the data in planning and implementing appropriate interventions for those children found not ready for formal Grade I curriculum. These Interventions can be in the form of the following:

   a.   implementation of the eight-week curriculum;
   b.   planning/designing of appropriate instructional materials for use by the children; and
   c.   conduct of school-based trainings.

4.   A training of teachers (TOT) was conducted in summer 2008 to assure that SReA database system is administered properly. Participants to the TOT were ES I in-charge of pre-schools, principals, planning officers and Grade I teachers who were expected to train other teachers and/or other schools. A total of 640 DepEd officials were trained coming from the different divisions and schools nationwide.

5.   The system is designed for the public elementary schools nationwide. The database system consists of specialized templates and software programs for use at the school, division, regional and national levels. It is composed of three (3) components: an automated **SReA Scores Encoding Template** for use at the school level, **Data Management Programs** for use at the division, regional and central levels, and a **Web-Based Data Repository**.

6.   This system enables schools to transmit SReA results to the division, to submit electronic copies of their SReA results directly to the BEE. Divisions are also required to submit to their respective regions the consolidated SReA results for monitoring purposes.

7.   The divisions and regions are encouraged to visit the official SReA website: www.srea.info. The electronic copies of the system component of the school may be downloaded from the website. Likewise, DepEd Orders, Memoranda, guidelines and other important information related to pre-school may also be downloaded from the same website.

8.   Access to the secured pages of the SReA website requires the correct username and password. The planning officers or the users from the regions and divisions are required to submit to the Bureau through the Curriculum Development Division (CDD) their respective e-mail addresses.

9.   The successful implementation and institutionalization of the system necessitates the full cooperation of DepEd personnel from the national to the school level. The Manual and Users Guide for School Users, and Division Data Management Program Users of the data are contained in the enclosed SReA Primer.

10.   For more information, please contact **Ms. Simeona T. Ebol**, Chief, CDD-BEE, DepEd Complex, Meralco Avenue, Pasig City at telephone nos: (02) 638-4799 and at e-mail addresses: simebol@yahoo.com, preschool.bee@gmail.com, and tingzonchristopher@yahoo.com, and **Mr. Ely U. Oñas**, EPS II, CDD-BEE at e-mail address: eldyonas@yahoo.com.

11.   Immediate and wide dissemination of this Memorandum is desired.

BR. ARMIN A. LUISTRO FSC
Secretary

Encl.:
        As stated

Reference:
        N o n e

To be indicated in the Perpetual Index
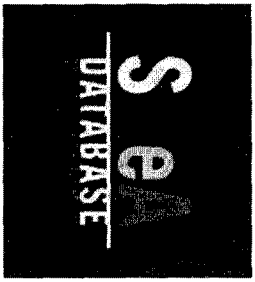   under the following subjects:

        DATA
        PROGRAMS
        PUPILS
        SCHOOLS
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SCHOOL READINESS ASSESSMENT (SReA)

for the National Implementation of the

SeA DATABASE
REPORTING and DATABASE SYSTEM

PRIMER

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Bureau of Elementary Education
Department of Education

2009

Division Offices

- Ensure that sufficient and updated copies of the school level components and its corresponding Manual and User's Guide are disseminated to the schools;

- Assign at least two (2) personnel to manage and maintain the division's SReA database using the Division Data Management program and to regularly check the SReA website for important updates. (the Preschool Coordinator and Planning Officer may be best suited for this);

- Secure from the Regional Preschool Coordinator the necessary username and password for accessing the secured pages of the SReA website;

- Upload submitted school SReA data into the division SReA database;

- Monitor the schools' SReA data submission using the program;

- Make sure that the data generated by the program are considered in developing and implementing preschool related programs and interventions;

- Create a copy of the division SReA database and submit the same to the central office according to set deadlines.

District Offices

- Ensure that schools adhere to the schedule of activities regarding SReA administration and data processing and submission;

- Ensure that all school heads within the district are furnished with SReA Score Encoding Template and accompanying files (in CD-Rom format);

- Assist the school heads in orienting teachers on using the template;

- Assist school heads in securing necessary facilities for data inputting;

- Follow-up submission of accomplished templates by the school heads;

Why was the SReA Reporting and Database System conceptualized?

In 2007, the Bureau of Elementary Education embarked on a research study entitled "The Various Preschool Programs: An Assessment on Effectiveness". The findings of the study were intended to serve as empirical bases for policy issuances toward the eventual inclusion of preschools in the public education system.

The study involved analyses of the SReA scores of all Grade 1 entrants in sample schools nationwide for three consecutive years beginning SY 2005-06. During the course of the study, the research team gained better understanding of the factors contributing to the difficulties in gathering and processing SReA data. Aside from difficulties encountered in gathering and consolidating SReA data from the schools to the divisions to the regional offices to the central office, the following had also been noted:

- Submitted SReA data from the sample schools show that there are different conventions for recording SReA scores.

- Schools have different understanding on how many items are needed to pass a particular domain. Different formulae were used in computing for "ready" and "not ready" pupils.

- Some schools and divisions do not appreciate the importance of SReA data. In some cases, SReA data is only collected, consolidated and submitted to the regional and central offices for compliance of a DepED order.

It is because of this observation that the Reporting and Database System for the National Implementation of the School Readiness Assessment was conceptualized.

Other features of the system

- The system makes use of the BEIS school codes. Aside from making sure that individual schools are uniquely labelled, using the BEIS school codes prepares the system for possible integration with larger database systems using the same coding system.

- The components of the system can be easily reproduced and disseminated to the schools and the divisions. Electronic copies of school and division level components may be distributed in CD-ROM format. Provisions for downloading copies of these components and updates to these components may also be accessed from the SReA website.

- The components of the system may be ran (executed) on basic hardware and software. The components work with MS Windows Vista and MS Windows XP, the most common operating systems among computers to date. Other programs required are MS Office applications 97-2003 and later versions. Although these are common software, using illegally-obtained and improperly-installed versions may cause some components to malfunction.

- The components require basic IT competencies of the users. The software components were developed to be user-friendly and come with illustrated manuals. Even first-time users may learn the system through the manuals.

- The system eliminates possible encoding and computational errors. Manual inputting of data is necessary only at the school level. Only the pupils' basic information and raw scores need to be encoded. The system does all the necessary computations. The school validation program reviews the encoded data, alerts the user of possible data entry errors and provides suggestions for correcting them.

The Division Data Management Program is designed to:

- consolidate individual schools' SReA data into a single division SReA database;
- present SReA scores of all the schools in the division in usable summaries;
- compare the SReA performances in the different developmental domains of the various preschool programs in the division;
- compare the SReA post-test performance in the different developmental domains of the schools in the division according to school type and general location;
- track and monitor SReA data submission by individual schools in the division
- package division SReA data for convenient and speedy transmission to the central office.

A Web-Based Data Repository that could:

- be accessed whenever, wherever internet connection is available;
- be used by the central office in posting SReA results;
- be used by the regional offices for viewing regional SReA results and for monitoring SReA data submission by their respective divisions;
- be accessed by the divisions for submitting their SReA data;
- be accessed by the divisions and the schools for downloading department orders, memoranda, guidelines and other important information related to SReA and electronic copies of division and school level system components

A National Data Management Program designed to:

- consolidate individual divisions' SReA data into a single national SReA database;
- present SReA scores of the entire public elementary school system in usable summaries;
- compare the SReA performances in the different development domains of the various feeder preschool programs; and
- track and monitoring SReA data submission by division or region;