



February 23, 2017

**REGIONAL MEMORANDUM**

No. **0170** s. 2017

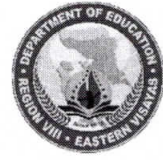
**LIVE-OUT CAPABILITY BUILDING ON STRENGTHENING IMPLEMENTATION OF MONITORING, EVALUATION AND ADJUSTMENT (MEA) TECHNOLOGY AND E-TOOL UTILIZATION FOR PRIVATE SCHOOL HEADS (IN 2 BATCHES)**

To: **Schools Division Superintendents  
Heads of Private Kindergarten, Elementary, Junior High School  
and Senior High School  
All Others Concerned**

1. To ensure the efficiency, effectiveness and assuring the quality of the delivery of basic education services in the private schools, this Office through the Quality Assurance Division (QAD) shall conduct the Live-Out Capability Building on Strengthening Implementation of Monitoring, Evaluation and Adjustment (MEA) Technology and E-Tool Utilization for Private School Heads (in 2 Batches) on **May 3-5, 2017 for Batch 1 and May 10-12, 2017 for Batch 2**, at the RTTC, Government Center, Candahug, Palo, Leyte.
2. The objectives of the said capability building are the following:
  - a. Revisit the Annual Implementation Plan (AIP)/Work and Financial Plan (WFP);
  - b. Introduce and discuss the enhanced monitoring and evaluation principles, practices, relevance, processes, accountabilities, tools and templates and analysis of KPIs;
  - c. Demonstrate the proper utilization of school data gathering e-tool and school data as basis in making decisions and adjustments of plan for specific quarter; and
  - d. Establish the M & E link of Private Schools to School District, Schools Division Office and Region as basis for policy recommendation and for the provision of technical assistance.
3. The participants are the school heads of private schools in Kindergarten, Elementary, Junior High School and Senior High School. The number of slots per division is stated in the attached enclosure.
4. A registration fee of Two Thousand Pesos (PhP 2,000.00) shall be charged against each participant to cover the expenses for training venue rentals and food for three (3) days (for Food - Day 1: AM snack, lunch, PM snacks and dinner; Day 2: 3 meals and 2 snacks, Day 3: breakfast, am snacks, lunch and pm snacks only), and hand-outs subject to the government accounting and auditing rules and regulations. School heads may contact the DepEd RELC Dormitory for their own accommodation.
5. The participants shall bring their laptop and the 2016 and 2017 Annual Implementation Plan (AIPs) or 2016 and 2017 Work and Financial Plan (WFP).



Republic of the Philippines  
**Department of Education**  
**REGIONAL OFFICE NO. VIII (EASTERN VISAYAS)**  
Government Center, Candahug, Palo, Leyte



6. The Schools Division Superintendents shall submit the list of participants based on the number of slots per division per batch to the Quality Assurance Division (QAD) on or before March 30, 2017 thru email address: [qaddepdro8@gmail.com](mailto:qaddepdro8@gmail.com).
7. Immediate dissemination of and compliance with this memorandum are desired.

  
**RAMIR B. UYTICO, Ed.D. CESO IV**  
OIC-Regional Director

Enclosures: None

References: AIP 2017

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

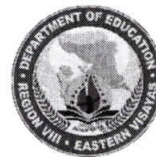
CAPABILITY BUILDING

MONITORING

EVALUATION



Republic of the Philippines  
Department of Education  
**REGIONAL OFFICE NO. VIII (EASTERN VISAYAS)**  
Government Center, Candahug, Palo, Leyte



Enclosure No. \_\_\_\_\_ to RM No. 110 S. 2017 /

**NUMBER OF PARTICIPANTS PER DIVISION IN THE LIVE-OUT CAPABILITY BUILDING ON STRENGTHENING IMPLEMENTATION OF MONITORING, EVALUATION AND ADJUSTMENT (MEA) TECHNOLOGY AND E-TOOL UTILIZATION FOR PRIVATE SCHOOL HEADS (IN 2 BATCHES)**

<b>DIVISION</b>	<b>Number of School Heads (BATCH 1 May 3-5, 2017)</b>	<b>Number of School Heads (BATCH 2 May 10-12, 2017)</b>
1. Baybay City	6	6
2. Biliran	4	4
3. Borongan City	5	5
4. Calbayog City	3	3
5. Catbalogan City	3	3
6. Eastern Samar	7	7
7. Leyte	20	20
8. Maasin City	2	2
9. Northern Samar	10	10
10. Ormoc City	8	8
11. Samar	2	2
12. Southern Leyte	15	15
13. Tacloban City	15	15
<b>TOTAL</b>	<b>100</b>	<b>100</b>

  
**RAMIR B. UYTICO, Ed.D. CESO IV**  
/ OIC-Regional Director /

LEAD, EMPOWER, AND ACHIEVE THROUGH DATA-DRIVEN DECISIONS  
...where LEADers create great schools