



Republic of the Philippines
Department of Education
SOCCSKSARGEN REGION

Enclosure 1 to Region Memorandum QAD-2024-001: Toolkit for 4th Quarter RMEPA

TOOLKIT FOR 4th QUARTER RMEPA

Theme: Quality: Recovering from the Learning Loss and Efficiency of Programs and Internal Processes of 2023

Mandated by the Republic Act (RA) 9155 or the Governance of Basic Education Act and RA 10533 or the Enhanced Basic Education Act of 2013, the Department of Education came up with the Basic Education Development Plan (BEDP) 2030 with the goal that all Filipinos will be able to realize their full potential and contribute meaningfully to a cohesive nation through the protection and promotion of the right to education. This long-term plan goes alongside the Sulong Edukalidad Framework, the Philippine Development Plan, Ambisyon 2040 and the Sustainable Development Goals (SDG) 2030.

To ensure that DepEd is gearing towards its goal, the Basic Education Monitoring and Evaluation Framework (BEMEF) explicitly identifies and articulates the indicators and targets for measuring performance across all governance levels and at the same time provides agency-wide monitoring and evaluation system.

Strengthening its roles and responsibilities in conducting monitoring and evaluation (M&E) in support to the call for transparency and accountability in the basic education sector, DepEd SOCCSKSARGEN designed this 4th quarter toolkit as guide to the schools division offices in formulating a Completed Staff Work (CSW) aligned with the BEMEF.

Specifically, this Toolkit aims to collect data on **quality and efficiency of programs and internal processes for 2023** as these data serve as indicators of the current organizational performance level relative intermediate outcomes 3.1 to 3.4 on quality and enabling mechanism 4: Client Satisfaction Rating at the division level.

The **4th Quarter RMEPA** aims to accomplish the following:

- **Evaluate the 4th quarter program implementation of 2023 via the BAR;**
- **Track progress of 1st grading period quality performance by key stage Grade 3, Grade 6, Grade 10, and Grade 12 in the learning areas of English, Filipino, Math and Science for SY 2023-2024; and**
- **evaluate the results of the Client Satisfaction Rating and Feedback Management of Internal and External Clients of the division office particularly in the implementation of programs and internal processes.**



Republic of the Philippines
Department of Education
 SOCCSKSARGEN REGION

I. Program Implementation Evaluation

1. Aligned to the Budget Accountability Reports for Physical and Financial of the DBM, present the **S-Curve** of the **4th quarter overall physical & financial targets** versus the accomplishment and utilization of each program identified below:

Programs/Sub-Programs/Projects	Output Indicators	Physical		Financial		Variance
		Target	Actual	Target	Actual	
EDUCATION POLICY DEVELOPMENT PROGRAM	Number of Education Research Completed					
BASIC EDUCATION INPUTS Program	Percentage of schools meeting the standard ratio for teachers					
	Number of newly created teaching positions newly filled up					
	Percentage of Learners enrolled in SPED (Public)					
	Percentage of Learners enrolled in ALIVE (Public and Private)					
	Percentage of Learners enrolled in IPED (Public)					
	Percentage of Learners Enrolled in ALS					



Republic of the Philippines
Department of Education
 SOCCSKSARGEN REGION

		Percentage of learners provided with learning resources					
		Number of Schools Offering					
		<i>ALIVE</i>					
		<i>IPED</i>					
		<i>SPED</i>					
		Number of Schools Provided with Learning Resources					
SUPPORT TO AND SCHOOLS LEARNERS PROGRAM		Retention Rate					
		<i>Elementary</i>					
		<i>Secondary</i>					
		Completion Rate					
		<i>Elementary</i>					
		<i>Secondary</i>					
		Proportion of learners achieving at least nearly proficient level in NA increased					
		<i>Grade 6</i>					
		Proportion of learners achieving at least nearly proficient level in NA increased					
		<i>Filipino</i>					
		<i>Mathematics</i>					
		<i>English</i>					



Republic of the Philippines
Department of Education
 SOCCSKSARGEN REGION

		Science					
		HEKASI					
		Junior High School Grade 10					
		Filipino					
SUPPORT TO SCHOOLS AND LEARNERS PROGRAM		Mathematics					
		English					
		Science					
		Araling Panlipunan					
		Senior School (Grade 12)					
		Filipino					
		Mathematics					
		English					
		Science					
		Araling Panlipunan					
		Number of learners benefitting from the "School Feeding Program"					
		Elementary					
	EDUCATION HUMAN RESOURCE DEVELOPMENT PROGRAM		Increase in percentage of schools conducting schools learning action cell sessions				
		Number of teachers trained					
		Number teaching-related sta trained					



Republic of the Philippines
Department of Education
SOCCSKSARGEN REGION

2. Highlight program or outputs that were delayed and explain causes of delay. Suggest adjustments, correctives, and realignment of funds to support learning continuity.
3. Explain causes of poor utilization of resources and suggest how these can be mitigated withstanding bottlenecks of implementation.
4. Highlight **Most Significant Change stories** regarding the contribution of inclusive education programs and projects to the lives of the learners, teachers, school and education stakeholders.
5. If needing assistance to facilitate program implementation, ask assistance from the **RO or CO. Be specific in the assistance or actions needed from RO/CO.**

II. Division Performance on Intermediate Outcomes 3.1 to 3.4: Quality

1. Present the **1st quarter general performance average on Math, Science, English, and Filipino for SY 2023-2024 by level (Grades 3, 6, 10, and 12)**
2. Show comparative graphs and tables to provide overall performance of the Division on 1st quarter general performance average on Math, Science, English and Filipino for SY 2023-2024 by level (*Grades 3, 6, 10, and 12*)
3. Show performance of schools using the achievement of the 1st quarter general performance average - **quartile ratio**
4. Show the **1st quarter division level percentage of learners by key stage (Grades 3, 6, 10, and 12) attaining proficiency level of at least 80% for the learning areas of Math, Science, English and Filipino**

4.1 Segmentation

- Show a data map as of 1st quarter general performance average for Math, Science, English and Filipino SY 2022-2023 by level (*Grades 3, 6, 10, and 12*) (*one map per GPA results of Grades 3, 6, 10, and 12*)

4.2 Analysis

- Describe the programs and/or practices implemented leading to improved performance or achievement/general performance average



Republic of the Philippines
Department of Education
SOCCSKSARGEN REGION

- Explain the context (environmental factors) contributing to poor pupils/students performance/achievement
- Explain why the Division and schools are unable to improve achievements despite the implementation of locally initiated programs related to quality education

4.3 Proposed Actions

- Describe measures being undertaken to sustain DepEd programs on quality.
- Provide suggestions on how to improve programs on quality to minimize effects of environmental factors contributing to GPA.
- Suggest actions or measures that will address the limitations or weaknesses of DepEd programs on quality.
- Suggest new policies and/or enhancements in DepEd policies and systems related to quality.

III. Division Client Satisfaction Rating and Feedback Management of Internal and External Clients in the implementation of programs and internal processes.

A. Client Satisfaction Rating and Feedback Management

A.1 Focus on the monthly summary of Client Satisfaction Rating and complaints received by the division office by functional division/office (OSDS, CID, SGOD) from January to December of 2023. Review the monthly results of each office by determining the rating achieved by office, client and process including the comments of internal and external clients.

A.2 Analyze, present, and discuss the following data:

- General Average Rating of Client Satisfaction by month and by office of the division.
- Client Satisfaction Rating by Month, by Client (Internal and External Clients), and by internal processes.
- Highlight the comments needing request for actions to be taken by the division
- Status of request for action taken by the division as of December 2023

A.3 Analyze, present, and discuss the following data:

- Summary of Complaints received by the division by month and classification (Program Implementation, Internal Processes, Policy Implementation, Administrative Concerns)
- Total number of complaints by month with 72-hour compliance rate versus beyond 72-hour compliance rate



Republic of the Philippines
Department of Education
SOCCSKSARGEN REGION

- Total number of complaints by month with resolution rate versus non-resolution as of December 2022
- Highlights actions to be taken to address non-resolution rate

Highlight bottlenecks and issues gathered regarding program implementation and internal processes. Determine specific areas needing the top management decision and actions.

V. AGENDA

Highlight policy issues, program design concerns, system improvements that the RO/CO should immediately address.



Republic of the Philippines
Department of Education
 SOCCSKSARGEN REGION

Enclosure 2 to Region Memorandum QAD-2024-001

Indicative Schedule of Activities
2023 4th Quarter Regional Monitoring, Evaluation and Plan Adjustment (RMEPA)

TIME	ACTIVITY	PERSON RESPONSIBLE
Day 1: RO and SDO Interfacing		
7:30-8:00AM	Signing-in	
8:00-8:15 AM	Video Teleconferencing Protocols	
8:15-8:45 AM	Opening Program Invocation: Attendance Check of RMEPA Participants from RO and SDOs Opening Remarks MESSAGE: Statement of Purpose & Objectives of the 2023 4th Quarter RMEPA & Status of Agreements of the 2 nd Quarter RMEPA	c/o QAD Melinda A. Rivera <i>Chief, FTAD</i> Kathrine H. Lotilla OIC- Assistant Regional Director Carlito D. Rocafort <i>Director IV</i> Luz Lalli L. Ferrer Chief, QAD
8:45-9:00 am	BREAK AWAY (Group B shall transfer to another meeting platform) Division Presentations	



Republic of the Philippines
Department of Education
SOCCSKSARGEN REGION

	GROUP A	GROUP B
	Moderator: Grace Patrice Mondragon Top Management: Kathrine H. Lotilla <i>OIC-Assistant Regional Director</i>	Moderator: Nathaniel F. Bangoc II Top Management: Carlito D. Rocafort <i>Director IV</i>
9:00-10:00 am	KORONADAL CITY Presenter: SDS Roberto Montero <i>Lead Discussant:</i> Gilbert B. Barrera Chief, CLMD Synthesizer: Arturo D. Tingson Jr. EPS, CLMD	SOUTH COTABATO Presenter: SDS Leonardo M. Balala <i>Lead Discussant:</i> Melinda A. Rivera Chief, FTAD Synthesizer: Dave C. Prodigio EPS, CLMD
10:00-11:00 am	TACURONG CITY Presenter: SDS Gildo G. Mosqueda Lead Discussant: Napoleon J. Gio Chief, ESSD Synthesizer: Shienna Lyn L. Antenor EPS, HRDD	SULTAN KUDARAT Presenter: SDS Crispin A. Soliven Jr. <i>Lead Discussant:</i> Ma. Lourdes A. Sanchez <i>Chief, Finance</i> Synthesizer: Cynthia Diaz EPS, CLMD
11:00-12:00 am	KIDAPAWAN CITY Presenter: SDS Miguel P. Fillalan <i>Lead Discussant:</i> Luz Lalli L. Ferrer Chief, QAD Synthesizer: Roger Suerte EPS, HRDD	COTABATO PROVINCE Presenter: SDS Romelito G. Flores <i>Lead Discussant:</i> Joseph Russel Farnazo OIC Chief, AD Synthesizer: Magdaleno Duhilag Jr. EPS, CLMD
12:00 – 1:00pm	LUNCH	



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Republic of the Philippines
Department of Education
SOCCSKSARGEN REGION

1:00-2:00 pm	GENERAL SANTOS CITY Presenter: SDS Isagani S. Dela Cruz Lead Discussant: Emily F. Enolpe OIC-Chief, HRDD Synthesizer: Leonardo Mission EPS, CLMD	SARANGANI Presenter: SDS Ruth L. Estacio Lead Discussant: Glenn A. Bisnar Chief, PPRD Synthesizer: Jay-R Lipura EPS, CLMD
2:00-3:00 pm	CLOSING PROGRAM – PLENARY Observations/Feedbacking/ Agreements Next Steps/Ways Forward	For Group A: Kathrine H. Lotilla OIC-ARD For Group B: Carlito D. Rocafort Director IV
	<i>Discussants: Arturo Tingson Jr., Leonardo B. Mission, Regan B. Dagadas, Shienna Lyn Antenor, Ma. Isabel Cunanan, Roger Suerte Dr. Adlyn Bea Bernaldez, Engr. Elgene Dequilla, Earl Wendell Lope, Ma. Jeanette N. Delima, Emerin B. Astillero</i>	<i>Discussants: Jade T. Palomar, Cynthia Diaz, Magdaleno Duhilag Jr., Jay-R Lipura, Dave Prodigio, Ismael Ngitngit Jr., Ma. Lourdes Ines, Dr. Mina Fe Ruz, Agney C. Taruc, Noren Grace Laguting</i>

Process Observers:
QAD EPS:
Norman S. Valeroso, Grace Patrice M. Mondragon, Louella D.
Jabido, Michael A. Poblador, Nathaniel F. Bangoc II