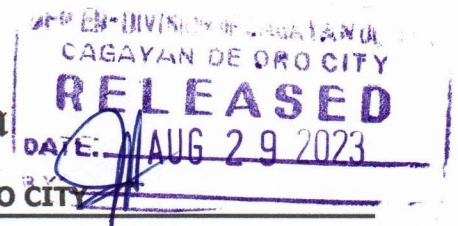




Republic of the Philippines
Department of Education
REGION X

SCHOOLS DIVISION OF CAGAYAN DE ORO CITY



Office of the Schools Division Superintendent

29 August 2023

DIVISION MEMORANDUM

No. 410, s. 2023

MONITORING ON THE OPENING OF CLASSES FOR SCHOOL YEAR 2023-2024

To: Assistant Schools Division Superintendent
Chiefs, CTD & SGOD
Curriculum and Teaching Division Personnel
Schools Governance and Operations Division Personnel
All Elementary and Secondary School Heads
This Division

1. Pursuant to DepEd Order No. 22, s. 2023 on the School Calendar of Activities for School Year 2023-2024, the Schools Division of Cagayan de Oro ensures the smooth opening of classes for School Year 2023-2024 on August 29, 2023.

2. This Office through the Curriculum and Teaching Division shall visit and conduct monitoring of schools on August 29. The Public Schools District Supervisors and the Education Program Specialist for ALS shall be in their assigned districts. The following EPS shall be assigned in the different districts, to wit:

- a. Ray O. Maghuyop- Southwest 1
- b. Juan A. Mingo- Southwest 2
- c. Sylvio C. Carciller- East 2
- d. Jerly H. Eluna- East 1
- e. Helen R. Lucman- South
- f. Joel D. Potane- West 1

3. Attached is the monitoring tool for guidance.

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

ROY ANGELO E. GAZO
Schools Division Superintendent

Encl.: As stated

Reference: As stated

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

MONITORING

JGTV/DM- monitoring on the opening of classes for school year 2023-2024
28 August 2023



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DIVISION MONITORING TOOL FOR SCHOOL YEAR 2023-2024 OPENING OF CLASSES

Name of School	
District	
School Head	
Date of Monitoring	

I. Enrolment Update

Level	Previous SY 2022-2023 Refer to this link: https://bit.ly/45MJYis	Current SY 2023-2024	No. of Organized Classes
Kinder			
Grade 1			
Grade 2			
Grade 3			
Grade 4			
Grade 5			
Grade 6			
Grade 7			
Grade 8			
Grade 9			
Grade 10			
Grade 11			
Grade 12			

Summary of Findings/Comments/Observations of the Enrolment Trend



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DIVISION MONITORING TOOL FOR SCHOOL YEAR 2023-2024 OPENING OF CLASSES

For the Alternative Learning System (if applicable)

Level	Male	Female	Total
BLP			
Elementary			
Junior High School			
Senior High School			
Total			

Summary of Findings/Comments/Observations of the Enrolment Trend

Note: Monitoring supervisors shall include to monitor the following private schools

North 1

4th Watch Maranatha Christian Academy

North 2

Southern de Oro Phil. College

West 1

Angelicum Learning Centre

Prudens Futuri School

Central

Blessed Mother College

East 1

Canossa Kindergarten and Day Center

East 2

Greenland Christian Academy

Monark Foundation, Inc.

Pilgrim Christian College

South

Informatics Computer Institute-Cagayan de Oro Center Inc

West 2

Marymount Academy

St. Cecilia Academy

St. Mary's Academy of Iponan



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DIVISION MONITORING TOOL FOR SCHOOL YEAR 2023-2024 OPENING OF CLASSES

II Category to be Monitored

Category	Observation Points	Other Notes/Comments
1. Classroom Environment (Room setup, lighting, seating arrangement, etc) Reminders: 1. Classrooms and other facilities are clean and free from unnecessary decorations and posters 2. No collection Policy 3. Wearing of School Uniform is voluntary/optional (subject for parents' decision and approval)	☐ Evident ☐ Not Evident ☐ Evident ☐ Not Evident ☐ Evident ☐ Not Evident ☐ Evident ☐ Not Evident	
2. Materials Prepared (Lesson plan, handouts, instructional materials, self learning materials, etc)	☐ Evident ☐ Not Evident	
3. Student Engagement (Interaction, attention)	☐ Evident ☐ Not Evident	
4. Teacher Interaction (Clear instructions, demeanor)	☐ Evident ☐ Not Evident	
5. Technology readiness (Devices, connections)	☐ Evident ☐ Not Evident	
6. Time Management Punctuality, pacing/Monitor adherence to schedule	☐ Evident ☐ Not Evident	
7. Classroom Behavior Respectful, disruptions/Note any behavior concerns	☐ Evident ☐ Not Evident	
8. Health and Sanitation -Water supply -Handwashing facilities -Functional comfort room	☐ Evident ☐ Not Evident	



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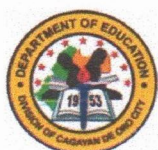
DIVISION MONITORING TOOL FOR SCHOOL YEAR 2023-2024 OPENING OF CLASSES

9. Other physical facilities -enough light and ventilation -enough desk/chairs/tables for learners	☐ Evident ☐ Not Evident	
10. Conduct of Psychosocial Activities	☐ Evident ☐ Not Evident	

OTHER FINDINGS/CONCERNS/ISSUES

Monitored by: _____

Printed Name/Signature/Date



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