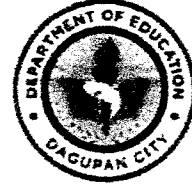


Republic of the Philippines  
DEPARTMENT OF EDUCATION  
Region I  
SCHOOLS DIVISION OFFICE  
DAGUPAN CITY



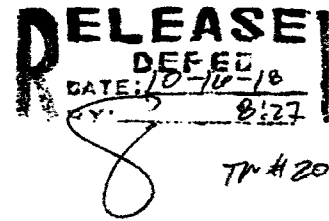
DIVISION MEMORANDUM NO. 312, S. 2018

To: Assistant Schools Division Superintendent  
Chief Education Supervisors  
Education Program Supervisors  
Public Schools District Supervisors  
Public Elementary and Secondary School Heads  
All Others Concerned

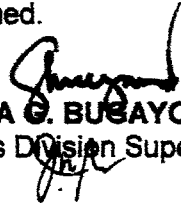
From: Office of the Schools Division Superintendent

Subject: **MONITORING AND EVALUATION OF MID – YEAR IN – SERVICE TRAININGS**

Date: October 16, 2018



1. In view of the In – Service Trainings (INSETs) that will be conducted by all public elementary and secondary schools in the schools division office this October 22 – 26, 2018, please be informed that there will be an on – site monitoring and evaluation to ensure the proper conduct of the INSETs in the division.
2. The Division Monitoring Team is composed of the following:  
**Program Management: Curriculum Implementation Division**  
Group Leader: Dr. Venus Maria SM. Estonilo, Chief ES  
Members: Education Program Supervisors  
Public Schools District Supervisors  
  
**Training Management: School Governance and Operations Division**  
Group Leader: Maria Linda R. Ventenilla, Chief ES  
Assist. Leader: Dr. Marissa O. Perez, EPS – SGOD  
Members: Senior Education Program Specialists  
QATAME Associates  
SGOD Personnel
3. All elementary and secondary schools are hereby directed to submit a copy of the approved School In – Service Training Matrix to the SDO c/o **Mr. Isagani D. Rosario**, Senior Education Program Specialist for School Management Monitoring and Evaluation, on or before **October 19, 2018**.
4. Submit consolidated results of the online evaluation prepared and facilitated by the schools' QATAME team to the SDO, c/o **Mr. Isagani D. Rosario**, Senior Education Program Specialist - School Management Monitoring and Evaluation, for consolidation and interpretation purposes.
5. For information, guidance and compliance of all concerned.

  
DR. LORNA G. BUBAYONG, CESO VI  
Schools Division Superintendent