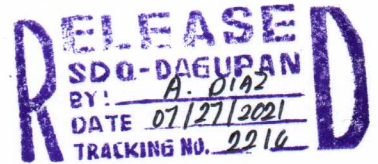




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REGION I
SCHOOLS DIVISION OFFICE OF DAGUPAN CITY



Office of the Schools Division Superintendent

Division Memorandum

No. 195 s, 2021

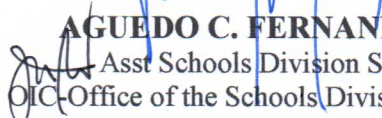
To: Asst. Schools Division Superintendent
Chief Education Supervisor, CID
Chief Education Supervisor, SGOD
Education Program Supervisors
Public Schools District Supervisors
School Heads Elementary & Secondary
All Others Concerned

From: OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT

Subject: **DIVISION ORIENTATION-WORKSHOP ON THE UTILIZATION/
ACCOMPLISHMENT OF THE ACADEMIC & ANECDOTAL (A&A)
RECORD**

Date: July 27, 2021

1. The Department of Education Schools Division Office-Dagupan City through the Curriculum Implementation Division will be conducting a Division Orientation-Workshop on the Utilization/Accomplishment of the Academic & Anecdotal (A&A) Record on July 30, 2021 (Friday) from 1:30PM to 2:30PM via Google Meet.
2. The activity aims to orient all the public elementary and secondary school heads who will then do the same with their teachers on the utilization and accomplishment of the Academic & Anecdotal (A&A) Record.
3. All participants are expected to log in using their DepEd accounts 15 minutes before the activity starts.
4. Please refer to the Enclosure 1 for the A&A Record Template.
5. The link for the activity will be given to the School Heads a day before the orientation-workshop starts.
6. Participants are expected to complete the Orientation (ensure readiness in terms of connectivity) and strictly observe the netiquettes.
7. For information, guidance, and compliance of all concerned.


AGUEDO C. FERNANDEZ, CESO VI
Asst Schools Division Superintendent
OIC-Office of the Schools Division Superintendent



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Enclosure 1: SDO Dagupan City Learner A&A Record



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LEARNER'S ACADEMIC & ANECDOTAL RECORD

LEARNER Name: _____
 (Last Name) (First Name) (Middle Name)

Initial Entries Accomplished on ___/___/___ by: _____
 Updated Entries on ___/___/___ by: _____
 (Complete Name of Teacher and Signature)

Updated Entries on ___/___/___ by: _____
 (Complete Name of Teacher and Signature)

Updated Entries on ___/___/___ by: _____
 (Complete Name of Teacher and Signature)

Updated Entries on ___/___/___ by: _____
 (Complete Name of Teacher and Signature)

Updated Entries on ___/___/___ by: _____
 (Complete Name of Teacher and Signature)

Updated Entries on ___/___/___ by: _____
 (Complete Name of Teacher and Signature)

Updated Entries on ___/___/___ by: _____
 (Complete Name of Teacher and Signature)

Updated Entries on ___/___/___ by: _____
 (Complete Name of Teacher and Signature)

Updated Entries on ___/___/___ by: _____
 (Complete Name of Teacher and Signature)

Updated Entries on ___/___/___ by: _____
 (Complete Name of Teacher and Signature)

Updated Entries on ___/___/___ by: _____
 (Complete Name of Teacher and Signature)

Updated Entries on ___/___/___ by: _____
 (Complete Name of Teacher and Signature)

Attached Documents: _____ Certified photocopy of Birth Certificate _____ SF 9 (Form 138)
 _____ Certificate of Good Moral Character _____ SF 10 (Form 137A)

Last School Attended	Grade Level	School Year	Section Adviser	STATUS (Promoted, Retained, Dropped, Balik-Aral)



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LRN: _____

Name: _____ Birthdate: ____/____/____
 (Last Name) (First Name) (Middle Name) (DD/MM/YYYY)

Residence: _____
 (No. of House) (Barangay) (Town/City) (Province)

Father: _____ Educ'l Attainment: _____ Occupation: _____ Contact No. _____

Mother: _____ Educ'l Attainment: _____ Occupation: _____ Contact No. _____

No. of children in the family Boy ____ Girl ____ Order in the family: Eldest/Youngest/Others _____

Living with ____ Parents ____ Father ____ Mother ____ Relative ____ Others
 (if living with relative/others) Name of Guardian: _____

Relationship: _____ Address of Guardian: _____

Parent's monthly income: ____ 1,000 and below ____ 1,001-3,000 ____ 3,001-5,000
 ____ 5,001-10,000 ____ 10,000-20,000 ____ 20,001 and above

Please tick appropriate entry/ies:

Hand used in writing: ____ Right-handed ____ Left-handed ____ Ambidextrous
 (Others if not hand) Please specify: _____

Visual Acuity/Vision: ____ Normal ____ Far-sighted ____ Near-sighted
 ____ Wears corrective glasses ____ Uses Reading glasses

Hearing Condition: ____ Normal ____ With Impairment (specify) _____

Speech Condition: ____ Normal ____ With Impairment (specify) _____

Other observations (like distinct appearance or behavior, learning difficulty, etc.), please state.



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I. Elementary Education

A. ACADEMIC PROFILE

1. Letter Name Knowledge (Grade 1)

Example: B s K

A s o B M l t y G p (10)

g y T a L b m O S i (10)

K l d Ë R Ng p w U m (10)

D ë R ng k p W u l o (10)

N h E ñ H E n A Ñ d (10)

C f J Q V x Z t D b (10)

q v Z c J X F b h R (10)





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2. Letter Sound Knowledge

Example: B s K

A s o B M l t y G p (10)

g y T a L b m O S i (10)

K l d Ë R Ng p w U m (10)

D ë R ng k p W u l o (10)

N h E ñ H E n A Ñ d (10)

C f J Q V x Z t D b (10)

q v Z c J X F b h R (10)





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3. Test Results (Mother Tongue)

CRITERIA Legend to mark pretest/posttest 1- No mistake 2- With 1 mistake/miscue 3 - with 2 or more mistakes/miscues	Kinder		Grade 1		Grade 2		Grade 3	
	Pre-test	Posttest	Pre-test	Posttest	Pre-test	Posttest	Pretest	Posttest
Pambitla na ngaran ton dili								
Pansulat na ngaran ton dili								
Panagsulat na saray letra ed alpabeton Pangasinan								
Panagpares na ankabaleg a letra ed ankelag a letra								
Panagtekep na tanol na gendat tan tanulan								
Panagbiig na tanol na gendat ed tanulan								
Pambitlay unaan a tanol ed salita								
Pambitlay sampot a tanol ed salita								
Pambitlay uni na ayayep								
Pambitlay tanol na bengatla								
Panagbasay salita ya maslak a usaren								
Panagbasay salita								
Panagbasay balikas								
Peles tan kaabigan ed pangbasay anlong, istorya tan arom ni ra								
Panagebat ed saray tepet unong ed dinengel ya anlong, istorya tan arom ni ra								
Panag-ebatebat ed saray tepet unong ed binasan anlong, istorya tan arom ni ra								

Pretest remarks

Posttest remarks



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4. Test Results (Filipino)

CRITERIA Legend to mark pretest/posttest 1- No mistake 2- with 1 mistake/miscue 3 - with 2 or more mistakes/miscues	Grade 3		Grade 4	
	Pretest	Posttest	Pretest	Posttest
Pagbigkas ng pangalan				
Pagsulat ng pangalan				
Kaalaman sa limbag				
Pagsulat ng mga titik sa alpabetong Filipino				
Pagpapares na malaking titik sa katumbas nitong maliit na titik				
Pagbigkas sa pinagsamang tunog ng katinig at patinig				
Pagbigkas sa magkahiwalay na tunog ng katinig at patinig				
Pagbigkas sa unang tunog ng salita				
Pagbigkas sa huling tunog ng salita				
Pagbibigay ng huni ng isang hayop				
Pagbibigay ng tunog ng isang bagay				
Pagbaybay				
Palabigkasan				
Matatas na pagbasa				
Kayarian ng wika				
Pag-unlad ng talasalitaan				
Pag-unawa sa binasa				
Legend sa pagmamarka ng mga aytem 3-Lubos na nagpapahalaga 2-Nagpapahalaga 1-Di nagpapahalaga				
Pagpapahalaga sa wika, literasi at panitikan				
Pagpapahalaga sa wika, pagkatuto, at literatura				
Pagpapahalaga sap ag-aaral				

Pretest remarks

Posttest remarks



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Test Results (Filipino)

CRITERIA Legend to mark pretest/posttest 1- No mistake 2- with 1 mistake/miscue 3 - with 2 or more mistakes/miscues	Grade 5		Grade 6	
	Pretest	Posttest	Pretest	Posttest
Pagbigkas ng pangalan				
Pagsulat ng pangalan				
Kaalaman sa limbag				
Pagsulat ng mga titik sa alpabetong Filipino				
Pagpapares na malaking titik sa katumbas nitong maliit na titik				
Pagbigkas sa pinagsamang tunog ng katinig at patinig				
Pagbigkas sa magkahiwalay na tunog ng katinig at patinig				
Pagbigkas sa unang tunog ng salita				
Pagbigkas sa huling tunog ng salita				
Pagbibigay ng huni ng isang hayop				
Pagbibigay ng tunog ng isang bagay				
Pagbaybay				
Palabigkasan				
Matatas na pagbasa				
Kayarian ng wika				
Pag-unlad ng talasalitaan				
Pag-unawa sa binasa				
Legend sa pagmamarka ng mga aytem 3-Lubos na nagpapahalaga 2-Nagpapahalaga 1-Di nagpapahalaga				
Pagpapahalaga sa wika, literasi at panitikan				
Pagpapahalaga sa wika, pagkatuto, at literatura				
Pagpapahalaga sap ag-aaral				

Pretest remarks

Posttest remarks



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5. Test Results (English)

CRITERIA Legend to mark pretest/posttest 1- No mistake 2- with 1 mistake/miscue 3- with 2 or more mistakes/miscues	Grade 3		Grade 4	
	Pretest	Posttest	Pretest	Posttest
Oral language				
Book and Print orientation				
Alphabet Knowledge				
Phonics				
Word Recognition				
Fluency				
Legend to mark items 1-Independent 2-Instructional 3-Struggling/Slow learner				
Spelling				
Writing and Composition				
Grammar Awareness and Structure				
Vocabulary Development				
Listening Comprehension				
Legend to mark items 1-Fully Values 2-Values 3-Does Not Value				
Value/Regard language, literacy and literature				
Value/Regard for studies				

Pretest remarks

Posttest remarks



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Test Results (English)

CRITERIA Legend to mark pretest/posttest 1- No mistake 2- with 1 mistake/miscue 3- with 2 or more mistakes/miscues	Grade 5		Grade 6	
	Pretest	Posttest	Pretest	Posttest
Oral language				
Book and Print orientation				
Alphabet Knowledge				
Phonics				
Word Recognition				
Fluency				
Legend to mark items 1-Independent 2-Instructional 3-Struggling/Slow learner				
Spelling				
Writing and Composition				
Grammar Awareness and Structure				
Vocabulary Development				
Listening Comprehension				
Legend to mark items 1-Fully Values 2-Values 3-Does Not Value				
Value/Regard language, literacy and literature				
Value/Regard for studies				

Pretest remarks

Posttest remarks



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6. PHIL-IRI (ENGLISH/FILIPINO)

Grade 1	ENGLISH						FILIPINO					
	ORAL READING		COMPREHENSION		READING LEVEL		ORAL READING		COMPREHENSION		READING LEVEL	
	Pretest	Posttest	Pretest	Posttest	Pretest	Posttest	Pretest	Posttest	Pretest	Posttest	Pretest	Posttest
INDEPENDENT												
INSTRUCTIONAL												
FRUSTRATION - NR - Syllable Reader - CVC Reader - Slow Reader												

Grade 2	ENGLISH						FILIPINO					
	ORAL READING		COMPREHENSION		READING LEVEL		ORAL READING		COMPREHENSION		READING LEVEL	
	Pretest	Posttest	Pretest	Posttest	Pretest	Posttest	Pretest	Posttest	Pretest	Posttest	Pretest	Posttest
INDEPENDENT												
INSTRUCTIONAL												
FRUSTRATION - NR - Syllable Reader - CVC Reader - Slow Reader												

Grade 3	ENGLISH						FILIPINO					
	ORAL READING		COMPREHENSION		READING LEVEL		ORAL READING		COMPREHENSION		READING LEVEL	
	Pretest	Posttest	Pretest	Posttest	Pretest	Posttest	Pretest	Posttest	Pretest	Posttest	Pretest	Posttest
INDEPENDENT												
INSTRUCTIONAL												
FRUSTRATION - NR - Syllable Reader - CVC Reader - Slow Reader												

Pretest remarks

Posttest remarks



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Grade 4	ENGLISH						FILIPINO					
	ORAL READING		COMPREHENSION		READING LEVEL		ORAL READING		COMPREHENSION		READING LEVEL	
	Pretest	Posttest	Pretest	Posttest	Pretest	Posttest	Pretest	Posttest	Pretest	Posttest	Pretest	Posttest
INDEPENDENT												
INSTRUCTIONAL												
FRUSTRATION - NR - Syllable Reader - CVC Reader - Slow Reader												

Grade 5	ENGLISH						FILIPINO					
	ORAL READING		COMPREHENSION		READING LEVEL		ORAL READING		COMPREHENSION		READING LEVEL	
	Pretest	Posttest	Pretest	Posttest	Pretest	Posttest	Pretest	Posttest	Pretest	Posttest	Pretest	Posttest
INDEPENDENT												
INSTRUCTIONAL												
FRUSTRATION - NR - Syllable Reader - CVC Reader - Slow Reader												

Grade 6	ENGLISH						FILIPINO					
	ORAL READING		COMPREHENSION		READING LEVEL		ORAL READING		COMPREHENSION		READING LEVEL	
	Pretest	Posttest	Pretest	Posttest	Pretest	Posttest	Pretest	Posttest	Pretest	Posttest	Pretest	Posttest
INDEPENDENT												
INSTRUCTIONAL												
FRUSTRATION - NR - Syllable Reader - CVC Reader - Slow Reader												

Pretest remarks

Posttest remarks



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7. Numeracy Profile

Legend:

- A - Level of mastery is poor (74% & below)
- B - Level of mastery is fair (75-79%)
- C - Level of mastery is satisfactory (80-84%)
- D - Level of mastery is very satisfactory (85-94%)
- E - Level of mastery is excellent (95-100%)

Mathematics	Grade 1		Grade 2		Grade 3		Grade 4		Grade 5		Grade 6	
	Pre	Post	Pre	Post	Pre	Post	Pre	Post	Pre	Post	Pre	Post
Addition												
Subtraction												
Multiplication												
Division												
Problem Solving Legend to mark pretest/posttest: 3 – can solve math problem statements 2 – can comprehend math problem statements 1 – can read math problem statements												
Mathematics	Grade 1		Grade 2		Grade 3		Grade 4		Grade 5		Grade 6	
	Pre	Post	Pre	Post	Pre	Post	Pre	Post	Pre	Post	Pre	Post
Problem Solving												

Pretest remarks

Posttest remarks

8. Special Talent/Skills/Winning

1. Singing		6. Speaking	
2. Dancing/Rhythmic		a. Declamation	
3. Drawing/Painting		b. Oratorical	
4. Dramatics		7. Others (Pls specify)	
5. Athletics			



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9. Academic Honor Obtained:

Grade level	Academic Honors Received	Grade level	Academic Honors Received
I		IV	
II		V	
III		VI	

10. Nutritional Status

Grade		Height	Weight	Age	BMI	Nutritional Status
K	Pre					
	Post					
I	Pre					
	Post					
II	Pre					
	Post					
III	Pre					
	Post					
IV	Pre					
	Post					
V	Pre					
	Post					
VI	Pre					
	Post					

11. Incident of Misdemeanor

Date	Misdemeanor <i>(Brief description of incident happened)</i>	Intervention	Status/Remarks <i>(Open, Waiting or On-Process, Resolved/Closed)</i>	Parent's signature	Teacher's signature



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Attesting to the veracity of the INITIAL/UPDATED entries:

GRADE LEVEL	NAME AND SIGNATURE OF TEACHER	NAME & SIGNATURE OF SCHOOL HEAD	DATE SIGNED
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			

NOTE: The herein entries are solely for educational use only, therefore any misuse or sharing of entries without the knowledge and consent of the learner/parent/school administration and staff concerned shall be subject to liability and shall accordingly be dealt with under the Data Privacy Act.



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