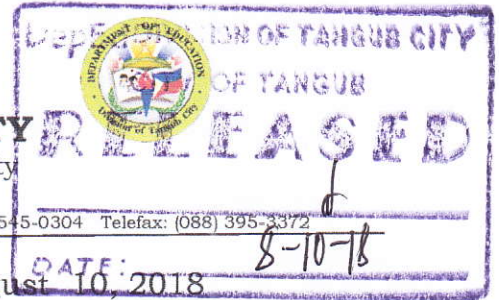




Republic of the Philippines
Department of Education
Region X – Northern Mindanao
DIVISION OF TANGUB CITY
Anecito Siete St., Mantic, Tangub City



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August 10, 2018

DIVISION MEMORANDUM

No. 214, s. 2018

CONDUCT OF FIRST QUARTER SMEA

To: Elementary and Secondary School Heads
This Division

1. This Office requires all schools in the Division to conduct the First Quarter School Monitoring Evaluation and Adjustment (SMEA) anytime from September 3-7, 2018.
2. This SMEA shall be spearheaded by the School Head and must be attended by representative/s from the teachers group, SPG/SSG officers, SGC/PTA Officers and Buddy Supervisor.
3. The issues and concerns to be taken-up during this SMEA shall be on
a. Access(enrolment, school leavers, absenteeism, and SARDOs/PARDOs) b. Quality (academic performance) and c. Governance (physical and financial accomplishments, facilities in school and textbook-student ratio)
4. It is expected that the school will submit to this Office a hard copy of the data being presented during the SMEA on or before September 7, 2018.
5. Enclosed is the template.
6. For guidance and compliance.

JEAN G. VELOSO

Assistant Schools Division Superintendent
OIC - Schools Division Superintendent

JGV/mea/08-10-18

Enclosure to DM. No. _____s.2018

FIRST QUARTER DATA and ACCOMPLISHMENT

Name of School: _____

Name of School Head: _____

1. Enrolment:

Elementary	Kindergarten		Grade 1		Grade 2		Grade 3		Grade 4		Grade 5		Grade 6		Total		
	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	
2017-2018																	
2018-2019																	
Variance																	
Secondary	Grade 7		Grade 8		Grade 9		Grade 10		Grade 11		Grade 12		Total				
2017-2018	M	F	M	F	M	F	M	F	M	F	M	F	M	F			
2018-2019																	
Variance																	

2. Number of learners who are:

2.1 SARDOS/PAR DOs	2.2 IP Member		2.3 Muslim		2.4 Victims of Displacement		2.5 Living and working in streets		2.6 Casualties due to natural disaster		2.7 Casualties due to human-induced disaster		2.8 Attending SPED Classes	
	M	F	M	F	M	F	M	F	M	F	M	F	M	F
non-graded														
Kindergarten														
Grade 1														
Grade 2														
Grade 3														
Grade 4														
Grade 5														
Grade 6														
Grade 7														
Grade 8														
Grade 9														
Grade 10														
Grade 11														
Grade 12														
Total														

3. School leavers	4. Number of learners who was/were absent for:						5. Number of learners having an average of :											
	1-3 days		4-6 days		more than 6 days		90-100		85-89		80-84		75-79		74 & below			
	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T
Kindergarten																		
Grade 1																		
Grade 2																		
Grade 3																		
Grade 4																		
Grade 5																		
Grade 6																		
Grade 7																		
Grade 8																		
Grade 9																		
Grade 10																		
Grade 11																		
Grade 12																		
Total																		
Elementary																		
Secondary																		

6. Number of Implemented Programs and Projects (PAPs) _____ 7. Percentage of budget utilization: _____ 8. Number of Functional Toilets: _____

9. Teacher-Learner Ratio _____ 10. Number of laboratory rooms: _____ 11. Source of water supply: _____

Subject Area	Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	Grade 6	Grade 7	Grade 8	Grade 9	Grade 10	Grade 11	Grade 12
Filipino												
English												
Mathematics												
Science												
Aral.Pan												
EsP.												
MTB-MLE												
MAPEH												
EPP/TVL												
MTB-MLE												

Prepared and submitted by: _____

Signature above printed name