



March 7, 2019

**DIVISION MEMORANDUM**

No. 52, s. 2019

**Orientation-Workshop on District and School Monitoring, Evaluation and Adjustment (DisMEA and SMEA) Processes**

To : Assistant Schools Division Superintendent  
Chiefs of CID and SGOD  
CID & SGOD Personnel  
Public School District Supervisors  
OIC-Public Schools District Supervisors  
Division IT Coordinator and Personnel  
School Heads of Elementary and Secondary  
School M&E Focal Persons

1. In aid of policy and decision making, the Region V as well as the SDO Sorsogon is resolute in institutionalizing **Monitoring, Evaluation and Adjustment (RMEA/DMEA)** system that requires authentic, reliable and current data on Key Performance Indicators along Access, Quality and Governance where Districts and Schools are the direct sources of these data.
2. To provide the SDO with authentic and current data, all districts and schools are likewise advised to conduct MEA processes at their level. Along this line, this Office shall conduct **Orientation-Workshop on District and School Monitoring, Evaluation and Adjustment (DisMEA and SMEA) Processes on the following dates and venue:**

Group	Municipality/District	No. of Pax	Date	Venue
1	Casiguran and Magallanes (Elem. and Sec.)	121	March 15, 2019	Casiguran CS
2	Irosin and Juban (Elem. and Sec.)	129	March 19, 2019	Juban CS (JGAES)
3	Matnog and Sta. Magdalena (Elem. and Sec.)	107	March 20, 2019	Matnog CS
4	Castilla (Elem. and Sec.)	103	March 22, 2019	Cumadcad CS
5	Pilar (Elem. and Sec.)	137	March 26, 2019	Pilar II CS
6	Gubat and Prieto Diaz (Elem. and Sec.)	121	March 27, 2019	Gubat South CS
7	Donsol (Elem. and Sec.)	111	March 29, 2018	Donsol East CS
8	Bulusan and Barcelona (Elem. and Sec.)	96	April 10, 2019	Tagdon ES
9	Bulan (Elem. and Sec.)	152	April 12, 2019	Bulan South CS

3. The participants in this activity are the Public Schools District Supervisors and OIC-PSDS, 531 Elementary and Secondary School Heads and 531 designated School M&E Focal Persons. School Heads are required to bring all the **Key Performance Indicators (KPIs) data on Access, Quality and Governance for last three school years (SYs 2016-2017, 2017-2018, 2018-2019), First Quarter School Data and Accomplishment** (January, February and March, 2019) and accomplished **First Quarter Teacher's M& E Report** (first quarter covers January, February and March of 2019), Laptop and extension wire.
4. Travel and other incidental expenses of all the participants relative to the conduct of this activity shall be charged against local funds/MOOE subject to the usual accounting and auditing rules and regulations.
5. For information, dissemination and compliance.

  
**LOIDA M. NIDEA, Ed.D., CESO V**  
Schools Division Superintendent