



March 4, 2019

**DIVISION MEMORANDUM**

No. 73, s. 2019

**QUARTERLY DIVISION MONITORING, EVALUATION, AND ADJUSTMENT  
TEAM MEETING**

To: **Chief Education Supervisors  
Education Program Supervisors  
Public Schools District Supervisors  
Senior/Education Program Specialists  
Heads of Public and Private Elementary, Junior High Schools  
and Integrated Schools  
All Others Concerned**

1. DepEd Division of Aklan will conduct the Quarterly Division Monitoring, Evaluation, and Adjustment (DMEA) Team Meeting for the year 2019.
2. The objective of this activity is to monitor, evaluate, and adjust the implementation on the programs, projects and activities of the Department of Education-Division of Aklan.
3. The participants to this activity are the:

Division Office	No. of Participants
Chief Education Supervisors	2
Education Program Supervisors	10
Unit and Section Heads and Staff Concerned	19
Public Schools District Supervisors	
Banga and Altavas	PSDS + 1
Libacao and Balete	PSDS + 1
Madalag and Batan	PSDS + 1
Malay and Buruanga	PSDS + 1
Numancia, Ibajay East, and Ibajay West	PSDS + 2
Kalibo I and II	PSDS + 1
Lezo and New Washington	PSDS + 1
Makato and Nabas	PSDS + 1
Malinao and Tangalan	PSDS + 1
<b>Total</b>	<b>50</b>

4. The 1<sup>st</sup> Quarter DMEA Team Meeting will be held on March 25, 2019, 8:00 A.M. - 5:00 P.M. at ASJ Hall, Division Office, Kalibo, Aklan.
5. The KPIs needed for the 1st Quarter DMEA are the following:

a. ACCESS

- Number of Completers (M-F-Total)
- Number of Drop-out (M-F-Total)

b. QUALITY

- Number of Non-readers (M-F-Total)
- Number of Non-numerates (M-F-Total)

Note: Items a and b above should be segmented in the following sequence: School, Grade, Subject, and Section (for more than one section only) as per request by the Office of the CID Chief. The hard copy of these segmentations should be submitted to the office of the CID Chief by the respective PSDSs.

c. GOVERNANCE

- Private School with Permit

6. The presenter will be given only 20 minutes following the MEA process.
7. The schedule of the succeeding Quarterly DMEA Team Meetings will be the following:

Quarter	Date	Venue
2 <sup>nd</sup> Quarter	June 26, 2019	ASJ Hall, Division Office, Kalibo, Aklan
3 <sup>rd</sup> Quarter	September 25, 2019	
4 <sup>th</sup> Quarter	November 28, 2019	

8. Travel and other expenses relative to this activity may be charged against local funds subject to the usual accounting and auditing rules and regulations.
9. Immediate and wide dissemination of this Memorandum is strongly desired.

FOR THE SCHOOLS DIVISION SUPERINTENDENT:



**JOSE NIRO R. NILLASCA**

Education Program Supervisor

OIC, Office of the Assistant Schools Division Superintendent  
In-Charge of the Division

Enclosure: None

Reference: None

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

**POLICY**

**SCHOOLS**

**SUPERVISION**

RMR/jrp