



Republic of the Philippines  
**Department of Education**  
MIMAROPA REGION  
SCHOOLS DIVISION OF MARINDUQUE

Department of Education  
Division of Marinduque  
**RECORDS SECTION**  
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SEP 08 2023

Office of the Schools Division Superintendent

**DIVISION MEMORANDUM**

TO: Asst. Schools Division Superintendent  
Chief Education Supervisor, CID  
Education Program Supervisors  
Public Schools District Supervisors  
Other Concerned

FROM:   
**LYNN G. MENDOZA, EdD**  
OIC, Schools Division Superintendent

SUBJECT: **QUALITY ASSURANCE OF MATHEMATICS LESSON EXEMPLARS FOR GRADES 1 & 2 Under Project SMART Kids- Sustainable Mathematics Approaches as Reading Techniques for Kids**

DATE: **September 7, 2023**

- As part of the initiated project of the Regional Office titled Project SMART Kids- Sustainable Mathematics Approaches as Reading Techniques for Kids, select writers from SDO Marinduque developed lesson exemplars which need to be quality assured before the issuance of Specialty Clearance by the Curriculum Implementation Division, Learning Resource Management Section.
- In connection to this, the following are the Division Quality Assurance Team members who are assigned to evaluate the lesson exemplars in Mathematics for Grades 1 & 2 scheduled on Sept. 9- Sept. 16, 2023.

Grade Levels	Writers	Content Evaluator	Language Evaluator	IPR Evaluator
1 & 2	Mildred R. Oliva MT1- Lusok ES Annaliza D. Pernia MT1-Devilla ES	Mrs. Naida R. Quinto MT 2- Tapian ES	Mrs. Florenil M. Malabayanas MT 1- Marinduque NHS	Charmain J. Mogol Division Librarian

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<b>Learning Area Consultant</b>	Mr. Dingson A. De Sena <i>EPS-Mathematics</i>
<b>LRMS Consultant</b>	Dr. Mariam B. Rivamonte <i>Education Program Supervisor</i>
<b>Over-all Consultant</b>	Mr. John M. Chavez <i>Chief Education Supervisor</i> <i>Curriculum Implementation Division</i>

3. Copies of the lesson exemplars to be evaluated will be sent thru the personal messenger of the evaluators.
4. Evaluation may be done outside teaching hours or during Saturdays and Sundays so as not to hamper classes as stated in DepEd Order No.9 s.2005 titled "Instituting Measures To Increase Engaged Time-On-Task And Ensuring Compliance Therewith"
5. All members of the Division Quality Assurance Team as well as the writers shall receive a certificate of recognition at the end of the activity. They shall be entitled to three (3) days service credit for development days that fall on Weekends and beyond teaching hour per DepEd Order No. 53, s. 2003 entitled "Updated Guidelines on the Grant of Vacation Service Credits to Teachers." On the other hand, non-teaching personnel shall be provided with Compensatory Time-Off (CTO) per Civil Service Commission (CSC) and the Department of Budget and Management (DBM) Joint Circular No. 2, s. 2004 on Non-Monetary Remuneration for Overtime Service Rendered.
6. Immediate dissemination of this Memorandum is desired.

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