



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

Department of Education
 Division of Marinduque
**RECORDS SECTION
 RELEASED**
 Time: 003030
 Signature: *[Signature]*
 Date: OCT 29 2023

Office of the Schools Division Superintendent

October 23, 2023

DIVISION MEMORANDUM

No. 67, s. 2023

TRACKING OF TEACHERS' COVERAGE OF THE CURRICULUM

TO: Chief Education Supervisor, CID
 Education Program Supervisors
 Public Schools District Supervisors
 Elementary and Secondary School Heads
 All Others Concerned

1. In line with the core mandate of the Department of Education to implement the approved K to 12 Curriculum, this Office, through the Curriculum Implementation Division, will conduct **"Tracking of Teachers' Coverage of the Curriculum"** on the following dates:

Quarter	Date of Tracking	Submission Date of District Overall Competencies Covered
First	October 23-27, 2023	November 10, 2023
Second	January 22-26, 2024	February 2, 2024
Third	April 1-4, 2024	April 12, 2024
Fourth	May 20-24, 2024 for Grades 6 & 12 May 27-31, 2024 for Kindergarten & Grades 1-11	May 31, 2024 for Grades 6 & 12 June 7, 2024 for Kindergarten & Grades 1-11

2. This activity aims to:
- determine teachers' coverage of the curriculum;
 - capture competencies commonly covered and least covered; and
 - implement actions for the uncovered competencies.
3. Teachers shall submit their tracked competencies to their respective school heads for school consolidation and later to link in the overall competencies covered in the district level for the latter's electronic submission at the Curriculum Implementation Division on the above-mentioned deadline at <https://rb.gy/age0a>
4. Enclosed are Template 1- Competencies Covered by Teachers, Template 2- School Overall Competencies Covered (All Subject Areas), Template 3- School Overall List of Competencies Not Covered by Teachers, Template 4- District Overall

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Competencies Covered (All Subject Areas), and Template 5- District Overall List of Competencies Not Covered by Teachers adapted from the Philippine Multigrade Schools Monitoring and Evaluation System (PMS MES).

5. Copies of the Budget of Work for each learning area for each quarter can be accessed through <https://tinyurl.com/3nst935p> for ease of tracking the competencies.
6. Immediate dissemination of the contents of this Memorandum is enjoined.



LYNN G. MENDOZA, EdD
OIC – Schools Division Superintendent **74**

Encls.

As stated

Reference:

Philippine Multigrade Schools Monitoring & Evaluation System, 2020

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

COMPETENCY
CURRICULUM
DATA
LEARNING AREA
MONITORING AND EVALUATION
PERFORMANCE

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Template 1 (Sample)

COMPETENCIES COVERED BY TEACHERS

_____ Quarter
 Learning Area: _____
 Grade Level: _____

Week No.	Domain Strand, Grade Level, and Competency Code/MELC	Total No. of Competencies	Total # of Competencies Covered	% of Competencies Covered	Remarks
	Force, Motion and Energy/ Grade 3	10	7	70	
1	S3FE-IIIa-b-1	1	1	100%	Covered according to schedule

Prepared by:

Checked and Reviewed:

 Teacher

 School Head

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Template 2 (Sample)

SCHOOL OVERALL COMPETENCIES COVERED BY TEACHERS (ALL SUBJECT AREAS)

_____ Quarter

Learning Areas	Grade Level	Total Number of Competencies	Total Number of Competencies Actually Covered	Percentage of Competencies Covered
English				
Mathematics				
Science		34	30	88.24%
Filipino				
Mother Tongue				
Araling Panlipunan				
EPP				
TLE				
Music				
Arts				
Physical Education				
Health				
AVERAGE				

Prepared by:

Checked and Reviewed:

TIC/Head Teacher/Principal

Public Schools District Supervisor

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Enclosure No. 3 to Division Memorandum No. 67, s. 2023

Template 3 (Sample)

SCHOOL OVERALL LIST OF COMPETENCIES NOT COVERED BY TEACHERS (ALL LEARNING AREAS)
 _____ Quarter

List of Competencies Not Covered		Reason/s or Cause/s
Learning Area	Grade Level	
English		
Mathematics		
Science		1. Describe sources of heat and electricity. (S3FE-IIIg-h-4)
		2. Use of appropriate measuring tools and correct standard units. (S5FE-IIIb-2)
Filipino		<ul style="list-style-type: none"> • Classes were suspended for three days due to typhoon and flooding in the area. Predecessor competencies are not yet cover • No appropriate measuring tools available in the school
Mother Tongue		
Araling Panlipunan		
EPP		
TLE		
Music		
Arts		
Physical Education		
Health		

Prepared by:

Checked and Reviewed:

 TIC/Head Teacher/Principal

 Public Schools District Supervisor

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Malusak, Boac, Marinduque

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Template 4

DISTRICT OVERALL COMPETENCIES COVERED BY TEACHERS (ALL SUBJECT AREAS)

_____ Quarter

Learning Areas	Grade Level	Total Number of Competencies	Total Number of Competencies Actually Covered	Percentage of Competencies Covered
English				
Mathematics				
Science				
Filipino				
Mother Tongue				
Araling Panlipunan				
EPP				
TLE				
Music				
Arts				
Physical Education				
Health				
AVERAGE				

Prepared by:

Public Schools District Supervisor

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Template 5

DISTRICT OVERALL LIST OF COMPETENCIES NOT COVERED BY TEACHERS (ALL LEARNING AREAS)
_____ Quarter

List of Competencies Not Covered		Reason/s or Cause/s
Learning Area	Grade Level	
English		
Mathematics		
Science		
Filipino		
Mother Tongue		
Araling Panlipunan		
EPP		
TLE		
Music		
Arts		
Physical Education		
Health		

Prepared by:

Public Schools District Supervisor

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