



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



Office of the Schools Division Superintendent

DIVISION MEMORANDUM

To: Assistant Schools Division Superintendent
Chief ES, CID
Education Program Supervisors
Public Schools District Supervisors
Elementary and Secondary School Heads
All others Concerned

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

Subject: **MONITORING TOOL FOR THE SCHOOLS IMPLEMENTING
ALTERNATIVE DELIVERY MODES FOR SCHOOL YEAR 2024-2025**

Date: August 6, 2024

1. As mandated by the attached Regional Memorandum No. 117, s. 2024 re: Monitoring Tool for the Schools Implementing ADM for SY 2024-2025, this Office, through the Curriculum Implementation Division (CID) reiterates all schools to regularly submit progressive data on suspension of in-person classes and implementation of alternative delivery modes in cases stipulated in DepEd Order No. 37, s. 2022, including unfavorable weather and environment, until the end of the SY 2024-2025.
2. The required information entered in this link: <https://tinyurl.com/ADM-R4B> must be updated accordingly once changes in the learning delivery modality are implemented starting August 1, 2024.
3. Please refer to the attached Memorandum, with Annex A, for accurate reporting of data.
4. For immediate dissemination and strict compliance.

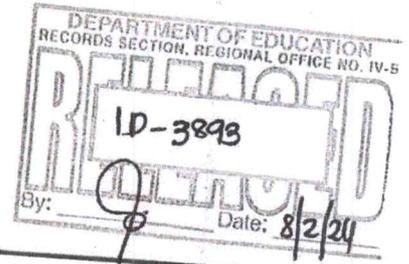
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Lead to Excel. Excel to Lead."*



Malusak, Boac, Marinduque
Email: marinduque@deped.gov.ph
Tel. No.: (042) 754-0247 ● Fax No.: (042) 332-1611
Facebook Page: DepEd Tawo Marinduque



Republic of the Philippines
Department of Education
 MIMAROPA REGION



Office of the Regional Director

August 2, 2024

REGIONAL MEMORANDUM
 No. 117, s. 2024

**MONITORING TOOL FOR THE SCHOOLS IMPLEMENTING ALTERNATIVE
 DELIVERY MODES FOR SCHOOL YEAR 2024-2025**

To: **ASSISTANT REGIONAL DIRECTOR
 SCHOOLS DIVISION SUPERINTENDENTS
 CHIEF EDUCATION SUPERVISORS, CLMD & CID
 ADM FOCAL PERSONS
 SCHOOL HEADS/ PRINCIPALS, ADM IMPLEMENTING SCHOOLS
 ALL OTHERS CONCERNED**

1. This is in reference to the continuous monitoring of the Office of the Assistant Secretary for Operations on the Implementation of Alternative Delivery Modes in Schools for School Year 2024-2025. Schools Division Superintendents are reminded to monitor and report to the Regional Office the schools that suspended in-person classes and implemented alternative delivery modes in cases stipulated in DepEd Order No. 37, s. 2022, including unfavorable weather and environment, until the end of the School Year 2024-2025.
- ✓ 2. In this regard, this Office, through the Curriculum and Learning Management Division, would like to request the regular submission of progressive data on the aforementioned which may be filled out through this link: <https://tinyurl.com/ADM-R4B>. Guidelines for filling up the monitoring sheet are attached to this regional memorandum. ✓
3. The required information must be updated accordingly once changes in the learning delivery modality are implemented. **Any unintentional modification of data or lost data shall be the responsibility of the Division ADM Focal Persons.** Data Gathering shall start on **August 1, 2024.**
4. Should there be clarifications, all concerned may contact **Dr. Wendell I. Formalejo**, Chief-CLMD, and **John S. Eviota**, EPS-CLMD/ Regional ADM Focal Person, through the email address mimaropa.regional@deped.gov.ph cc. john.eviota@deped.gov.ph or at cel no. 0968-467-4611.
5. Immediate dissemination of and compliance with this Memorandum are desired.


NICOLAS T. CAPULONG, PhD, CESO III
 Director IV
 Regional Director



Address: Meralco Avenue corner St. Paul Road, Pasig City
 Telephone Nos.: (02) 8631-4070 | (02) 8637-2895 | (02) 8637-1799
 Email Address: mimaropa.region@deped.gov.ph
 Website: depedmimaroparegion.ph



Encl.: As stated

Reference: OM-OASOPS No. 2024-140

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

DATA
MONITORING
IMPLEMENTERS

GATHERING
TOOL
ALTERNATIVE DELIVERY MODES

ANNEX A
GUIDELINES IN FILLING UP THE MONITORING SHEET

1) School Name and/or School ID

- a) Locate the school/s implementing Alternative Delivery Mode by using the Ctrl+F function.
- b) The list of schools in the monitoring sheet was obtained from LIS data as of January 31, 2024. Should there be any school not included in the list, kindly add it at the end.
- c) DO NOT delete any school in the list. Should there be any school to be deleted from the list, kindly indicate "For Deletion: [REASON]" in the Remarks column.

2) Suspension Level

- a) In the dropdown menu, select "DepEd" if the shift to ADM is directed by any DepEd office (Central Office, Regional Office, Schools Division Office, District Office, Principal).
- b) In the dropdown menu, select "LGU" if the shift to ADM is directed by the Local Government Unit (National, Province, City/Municipality, Barangay).
- c) If both the DepEd and LGU have directed the shift to ADM, select the authority that declared it first.

3) The recording of schools implementing Alternative Delivery Mode, Online Distance Learning, and Blended Learning are separate. In this regard:

- a) No. of Learners Affected and No. of Classes Affected
 - i) The numbers encoded should only reflect the totals of learners attending classes that are implementing MDL, ODL, and Blended Learning under their respective sections.
 - ii) DO NOT put non-numerical values in this column. Likewise, only one numerical value must be encoded within one cell.
- b) K to 12 Dropdown Boxes
 - i) Under the Alternative Delivery Mode section:
 - (1) Choose "Yes" if the Grade Level/s are implementing MDL only. Choose "No" if otherwise.
 - ii) Under the Online Distance Learning section:
 - (1) Choose "Yes" if the Grade Level/s are implementing ODL only. Choose "No" if otherwise.
 - iii) Under the Blended Learning section:
 - (1) Choose "Yes" if the Grade Level/s are implementing Blended Learning only. Choose "No" if otherwise.

4) Reasons for Modular/Online/Blended Distance Learning

- a) Input a brief, one to two-sentence description of the reason why the school concerned is implementing distance learning. For ease of monitoring, do not use unnecessary abbreviations.

5) Start and End Dates

- a) Use the exact date when filling-up the sheet.
- b) Use the following format for all dates to be encoded: non-abbreviated month, day, year in full (e.g. March 12, 2024).
- c) For Start Dates:
 - i) Input the date that the school has started implementing distance modality.
 - ii) For schools with Grade Levels implementing distance modality at different start dates, only the earliest date of implementation should be encoded.
- d) For End Dates:
 - i) Input the planned/estimated date that the school will end its implementation of distance modality.
 - ii) For schools with Grade Levels implementing distance modality at different estimated/planned end dates, only the latest end date of implementation should be the date encoded.

6) Remarks

- a) Use this column to indicate any important points not covered by the other parts of the sheet.
- b) Indicate a breakdown, when applicable, of schools with Grade Levels implementing distance learning at different start/end dates.
- c) Should you wish to mark schools that have not provided any response/data, you may use the Remarks column to do so.

Other Important Notes:

1. Ensure that you are in the correct Schools Division Sheet, especially for Provincial and City Schools Divisions which share similar names (e.g. SDOs Pangasinan I and Pangasinan II, SDOs Batangas and Batangas City, SDOs Cavite and Cavite City)
2. DO NOT make any edits to the monitoring sheet other than the details stated above.
3. Double-check each entry made in the sheets.
4. Once a school's implementation of MDL/ODL/Blended Learning has ended, kindly delete the entries made on the corresponding row.
5. If a school is not implementing any ADM, leave the whole corresponding row blank.