

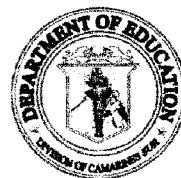


Department of Education

Region V

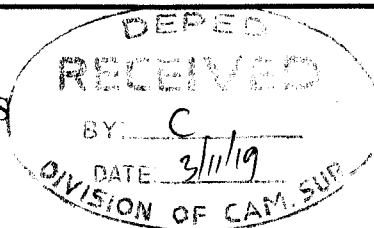
DIVISION OF CAMARINES SUR

Freedom Sports Complex, San Jose, Pili, Camarines Sur



DIVISION MEMORANDUM NO. 84 S. 2019

TO: ASSISTANT SCHOOLS DIVISION SUPERINTENDENTS
CHIEF EDUCATION SUPERVISOR, CID
PUBLIC SCHOOLS DISTRICT SUPERVISORS (PSDSs)
DIVISION ALS COORDINATOR
EDUCATION PROGRAM SPECIALISTS II, ALS (EPSAs)
ALS IMPLEMENTERS
ALL OTHERS CONCERNED



FROM: CECILLE BERNADETTE P. RIVERA, CESO V
Schools Division Superintendent

**SUBJECT: ALTERNATIVE LEARNING SYSTEM'S (ALS) START OF LEARNING
INTERVENTION and IMPLEMENTATION OF PROGRAMS, PROJECTS AND
ACTIVITIES**

DATE: March 1, 2019

1. In consonance with the DepEd Memorandum No. 20 s. 2019 re: Announcement on the Schedule for the Start of Learning Intervention in the Alternative Learning System, the SDO Camarines Sur ALS, hereby advises the field to strictly adhere to the memorandum.
2. CID Chief, Division ALS Coordinator, Public Schools Districts Supervisors, and Education Program Specialists – II, in ALS (EPSAs), are advised to monitor the conduct of the following activities prior to the start of learning session:
 - a. Literacy Mapping from February to May 2019; and
 - b. Training on the Utilization of ALS K to 12 Basic Education Curriculum and New ALS Assessment Forms, Informal Education Training, and Life Skills Training for ALS Teachers from March to May 2019.
3. The Division ALS Coordinator, PSDSs, EPSAs and districts implementers shall ensure the smooth implementation of ALS Programs, Projects and Activities (see enclosure 1, 2019 ALS Calendar of Activities and Learning Strand Assignment and see Enclosure 3.a 2019 district assignment and Special Program/Project and Enclosure 3.b EPSAs' Roles and Responsibilities)
4. All Master Teachers in ALS shall collaborate with their respective EPSA on the preparation of Daily Lesson Plan/Log and instructional materials for ALS (see Enclosure 4, Master Teachers' Learning Strand Assignment).
5. Data Management Training on April 8 to 12, 2019 and on April 22 to 26, 2019 (see enclosure 2 for the schedule) shall be conducted by the EPSA on their respective districts to ensure accuracy of data.

6. The PSDSs shall ensure that their respective ALS Implementers have an accomplished reliable AF1 by Barangay; and district data on Learners No Longer in School, and transmitted to respective EPSA on or before May 25, 2019.
7. EPSAs shall have an authentic consolidated AF1 and No Longer in School on or before May 31, 2019.
8. Food and transportation expenses relative to the conduct of monitoring and supervision are chargeable against local fund subject to the usual accounting and auditing rules and regulations.
9. Immediate dissemination of this Memorandum is desired.

Enclosure 1 Division Memorandum No. ____, S. 2019

2019 ALS CALENDAR OF ACTIVITIES

SDO CAMARINES SUR

MONTH	DISTRICT ACTIVITY
January 3 to 4, 2019	>Encoding of AF1
January 7 to 11, 2019	>Submission of AF1
January 14 to 18, 2019	>Portfolio Validation and A & E Registration Period
January 21 to 25, 2019	
February 4 to 8, 2019	>Portfolio Validation and A & E Registration Period >Literacy Mapping
February 11 to 15, 2019	>Conduct of Mock test- Intensive review >Literacy Mapping
February 18 to 22, 2019	>Conduct of Mock test and Intensive review >Literacy Mapping
February 19, 2019	>Literacy Mapping
February 23, 2019	>Orientation for A & E Takers >Conduct of 2018 A & E
February 24, 2019	>Conduct of 2018 A & E
February 26 to 28, 2019	>Literacy Mapping
March	>Completion Rite >Social Mobilization Activities >Literacy Mapping >Attendance to DRILL Training >Learning Activity Sheets (LAS) Writeshop >Dissemination of ALS Ordinance #35 s. 2018
April	>Social Mobilization Activities >Literacy Mapping >Data Management Training >DRILL >Learning Activity Sheets Writeshop >Data Management Training >LAS Writeshop
May	>Social Mobilization Activities >Literacy Mapping >Brigada ALS >DRILL >Attendance to ImPRESS 2.0 >TIP for New Mobile Teachers
June	>Start of Learning Session >AF3 submission >Division Encampment

MONTH	DISTRICT ACTIVITY
July	>Learning Session >Regional Encampment
August	>Learning Session >1st Portfolio Validation and CLC Monitoring a. Enrolment Form b. PIS c. FLT d. RPL
September	>Learning Session >Literacy Week >Festival of Talents >InFed >DRILL
October	>Learning Session >ALS Implementers LAC Session
November	>Learning Session >2nd Portfolio Validation a. Enrolment Form b. PIS c. FLT d. RPL and Assessment forms e. work samples
December	>Learning Session >Christmas Party >Team Building >Year-end Evaluation

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Enclosure 3.a 2019 District Assignment and Special Program/Project

Name of EPS II	District Assignment	Special program/project
1. CATHERINE P. ALARZAR	<ol style="list-style-type: none"> 1. Caramoan North 2. Caramoan South 3. Garchitorena 4. Parubcan 5. Lagonoy South 6. San Jose 7. Ocampo 	<ul style="list-style-type: none"> • Learning Strand III • Accreditation and Equivalency Program • LIS Division Coordinator
2. MERCY S. CASTILLO	<ol style="list-style-type: none"> 1. Pasacao 2. Pamplona 3. Minalabac 4. San Fernando 5. Gainza 	<ul style="list-style-type: none"> • ALS EST • Learning Strand I • Basic Literacy Program
3. EVELYN R. CLAVE	<ol style="list-style-type: none"> 1. Del Gallego 2. Libmanan North 3. Libmanan South 4. Lupi 5. Ragay 6. Sipocot North 7. Sipocot South 	<ul style="list-style-type: none"> • Learning Strand II • Encampment • Special Program in Jail and Rehab • ALS Gabay sa Pamayanan (AGAP) • BPOSA
8. PEDRO C. PEÑAFLORES	<ol style="list-style-type: none"> 1. Canaman 2. Goa 3. Lagonoy North 4. Sagnay 5. Siruma 6. Tinambac North 7. Tinambac South 8. Tigaon 	<ul style="list-style-type: none"> • Learning Strand VI • Informal Education • E-Skwela Program • Tech4Ed
9. MILDRED J. PRADES	<ol style="list-style-type: none"> 1. Balatan 2. Baao 3. Bato 4. Milaor 5. Nabua East 6. Nabua West 	<ul style="list-style-type: none"> • Learning Strand I • Publication • Literacy Volunteers (BLW, and Volunteers for International Development Agency(VIDA)) • National Literacy Award (NLA)
10. HAZEL M. SALCEDO, PhD.	<ol style="list-style-type: none"> 1. Buhi North 2. Buhi South 3. Bula North 4. Bula South 5. Pili East 6. Pili West 	<ul style="list-style-type: none"> • Learning strand IV • Indigenous Peoples Education • PRAISE System • Community Learning Center • Festival of Talents • Research
7. EDGAR A. TABAGAN, PhD.	<ol style="list-style-type: none"> 1. Calabanga East 2. Calabanga West 3. Magarao 4. Camaligan 5. Bombon 6. Cabusao 	<ul style="list-style-type: none"> • Learning Strand V • Social Mobilization • Radio Based Instruction • Person With Disabilities • ALIVE

Enclosure 3.b Reiteration of Roles and Responsibilities of EPS II

KEY RESULT AREA (KRA)	DUTIES AND RESPONSIBILITIES	
	Technical and administrative	
	TECHNICAL COMPETENCIES	KNOWLEDGE
1.Literacy Assessment	Literacy Mapping/ADSOCMO B	<div>a.) Facilitate the conduct of training, orientation, workshops, or any social mobilization activities related to the ALS at the Division and Assist the Division Focal Person/EPS ALS in conducting special activities such as ALS Caravan, Literacy Summit, Festival of Talents, Sports, Journalism and other ALS-related activities</div> <div>b.) Assist/Initiate in the development of advocacy materials</div> <div>c.) Coordinate the conduct of community/literacy mapping</div> <div>d.) Consolidate and submit the result of Management Information System (MIS) to the Division ALS Focal Person and Division Planning Officer</div> <div>e.) Draw literacy map to geographically illustrate location of ALS target learners of the community and guide strategy for implementing ALS Programs</div> <div>d.) Assist in the coordination and and stablishment of links with government and non-government organizations and agencies regarding the implementation of ALS Programs in the Division/district/Barangay</div>
	Assessment	<div>a.) Monitor the conduct of assessment and evaluation of learners to establish literacy level and assess progress using the ABL/FLT tool.</div> <div>b.) Monitor in the assessment of learners portfolio</div>
2.Literacy Intervention	Instructional Supervision	<div>a.) Assists in the review of IPCRF of learning facilitators</div> <div>b.) Prepares instructional Supervisory matrix/schedule</div> <div>c.) Provides technical assistance to ALS Learning Facilitators on the following aspects:<div>c.1) Observation of classes</div><div>c.2) Organization and Supervision of Programs and Projects</div><div>c.3) Capability Building</div><div>c.4) Alternative and other delivery techniques and strategies</div></div> <div>d.) Designs learning plans and developmental activities for learning facilitators anchored on the</div>

		<p>result of the Training Needs Assessment</p> <p>e.) Assist ALS Facilitators on the improvement of teaching-learning deliveries</p> <p>f.) Leads in the conduct of the Learning Action Cell (LAC) for learning facilitators</p> <p>g.) Prepare and implement an Action Plan which shall be recommended by the CID Chief and approved by the Superintendent</p>
3. Monitoring and evaluation/Research	Monitoring and Evaluation/Research	<p>a.1) Conduct regular monthly monitoring on LIS enrolment on the demographic data of ALS learners in all deliveries (Deped Delivered or Deped Procured) by learning facilitators</p> <p>a.2) Consolidate Division data on LIS on quarterly basis for submission to CO and RO</p> <p>a.3) Coordinate and submit with Division Planning Officer on quarterly basis</p> <p>b.) Conduct monitoring and evaluation using the ALS M&E Forms:</p> <p style="padding-left: 40px;">b.1) M&E Forms 001 Financial M&E Forms 002 EPS and EPSA M&E Forms 002B DALSC and BPOSA M&E Forms 003 Technical for LF M&E Forms 004 Kumustahan for EPSA, EPS, BPOSA, LF, and stakeholders M&E Forms 005 ALS Target Individual M&E Forms 006 Tracking M&E Forms 007 ALS Learners Portfolio (RPL, assessment forms and other documents)</p> <p>c.1) Prepares and submits M&E reports and recommendations to Education Program Supervisor I/PSDS on monthly and quarterly basis</p> <p>d.1) Conduct action research based on the result of monitoring and other ALS related activities once a year</p> <p>e.1) Lead in the development of contextualized learning resources for community learning centers.</p>

Enclosure 4 MASTER TEACHERS’ LEARNING STRAND ASSIGNMENT

Learning Strand	EPSA In-charge	Master Teacher
1 – Communication Skills (English)	Mildred J. Prades	Eva Pantig-Leonem Angelina Llagas Maria Theresa Tipay
1 – Communication Skills (Filipino)	Mercy S. Castillo	Mavel O. Viñas Gemma Dela Torre Edna Dolor
2 – Scientific Literacy and Critical Thinking Skills	Evelyn R. Clave	Letecia Avengoza Marissa Obrero
3 – Mathematical and Problem Solving Skills	Catherine P. Alarzar	Windel Alvarez Jean Naval Elena Balcueva
4 – Life and Career Skills	Hazel Salcedo	Emmanuel Oafericua Moriel Fajardo
5 – Understanding the Self and Society	Edgar Tabagan	Gladys Luzada Lleza Orias
6 – Digital Literacy	Pedro Peñaflor	Cynthia Robles Elaine Presentacion