



Republic of the Philippines
Department of Education
REGION III
SCHOOLS DIVISION OF BULACAN

June 03, 2025

DIVISION MEMORANDUM

No. 278 s. 2025

**MONITORING AND EVALUATION PROCESS ON THE CONDUCT OF 2025
SCHOOL-BASED TRAINING OF GRADES 2, 3, 5, AND 8 TEACHERS
ON THE REVISED K TO 12 CURRICULUM**

To: Assistant Schools Division Superintendent
Division Chiefs
Education Program Supervisors
Public Schools District Supervisors
SGOD Personnel
All Others Concerned

1. Anent with the Division Memorandum 277, S 2025 entitled 2025 School-Based Training of Grades 2,3,5, and 8 Teachers on the Revised K to 12 Curriculum, this Office shall conduct a monitoring and evaluation process in all training venues to ensure the effective implementation and adherence to the training design and objectives.
2. The monitoring and evaluation process shall be conducted on the specified dates as stated in DM No. 277, s. 2025. The Monitoring team shall provide feedback and observations to the Program Management Team for the improvement of the training and submit the monitoring report gathered through a monitoring tool to SMME unit for consolidation.
3. Enclosure No. 1 is the list of monitors per assigned venues.
4. Enclosure No. 2 is the Monitoring Tool. The Monitoring Team is required to submit a daily monitoring report using the attached Monitoring Tool.
5. This Memorandum shall serve as travel authority for the monitors.
6. All concerned are advised to extend full cooperation to the monitoring team to facilitate a smooth and meaningful observation process.



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7. Expenses to be incurred in the conduct of this monitoring activity shall be charged against Division MOOE, subject to usual auditing and accounting rules and procedures.
8. Immediate and wide dissemination of this Memorandum is earnestly desired.


NORMA P. ESTEBAN, EdD. CESO V
Schools Division Superintendent



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3. Enclosure No. 1 is the list of monitors per assigned venues.

Batch 1	Name of Monitors	Venue
June 3-5, 2025	Dr. Jesusa Pampilon	Gen. Gregorio Del Pilar Integrated school, Bulakan
	Paulo Eduardo C. Cruz	Mother of Perpetual Help (Hagonoy)
	Maribel Perez	Pulilan Central School
	Bryan Amiel De Jesus	Plaridel Central school
	Mariel Austria	Calumpit Central School
	Ron Perez	FFHNAHS- Sta Maria
	Mark Joven Ramos	San Miguel Central, Sampalok ES
	Ma, Lourdes Patag	Carlos Gonzales HS, San Roque ES
	Redhen Jade D. Velasquez	San Ildefonso ES
	Pedro Lacap	Bustos Central School
Batch 2	Name of Monitors	Venue
June 9-11, 2025	Dr. Jesusa Pampilon	Prenza ES, Marilao
	Redhen Jade D. Velasquez	Marilao IS
	Bryan Amiel F. DeJesus	Dr. Yanga's Colleges Inc.
	Ma. Lourdes J. Patag	Matias Bernardo MES, Angat
	Ma. Lourdes J. Patag	Norzagaray ES
	Maribel Perez	Sta Maria Central School
	Ron Perez	Cornelia de Jesus CS
Batch 3 Grade 8	Names of Monitors	Venue
June 10-11& 13, 2025	Ron Perez	Carlos Gonzales NHS
	Mark Joven Ramos	FF Halili NAHS



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Enclosure No. 2 of the Division Memorandum No. 278 s. 2025

**ONSITE MONITORING TOOL FOR K TO 12 TRAINING
(GRADES 2,3,5 AND 8)**

School/Training Venue: _____

Date of Monitoring: _____

_____ Day 1 _____ Day 2 _____ Day 3

Grade level Monitored: _____ G2, _____ G3 _____ G5 _____ G8

No. of facilitators: _____

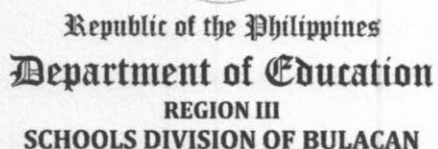
Total no. of Participants: _____ Male _____ Female _____ Total

1. Observation

Indicators	Yes	No	Remarks
1. Training materials are available and aligned to curriculum guides			
2. Venue is organized, clean and conducive to learning			
3. Attendance is being monitored daily			
4. Program Management Team is available in the training venue			
5. Meals are nutritious and served on time			
6. Trainers are well -groomed			
7. Trainers demonstrate mastery of the content of the topic.			
8. Trainers use differentiated instruction.			
9. Slide deck Presentations are readable and visible at the back.			
10. Equipment and ICT tools are working properly.			

II. Participants Involvement

1. Participants are engaging (they ask questions and seek clarification)			
2. Learning tasks encourage participants engagement			
3. Sharing of thoughts are encouraged by the Trainor			



4. All participants are listening attentively to the speaker			
5. Reflection activities are submitted daily.			

III. Challenges Observe During Monitoring (Check all that apply and give brief remarks)

Challenges		Remarks
	Late arrival of participants	
	Incomplete Training Materials	
	Technical Issues (projector, Internet, Etc.	
	Low engagement or participation	
	Others: _____ _____ _____	

IV. Best Practices Observed:

Highlight the effective best practices observed during Training

[illegible]

Name and signature of monitor

Designation