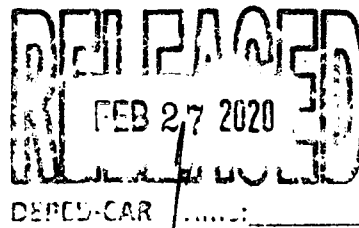




February 27, 2020

REGIONAL MEMORANDUM

No. 069-2020



**ESTABLISHMENT OF DATABASE OF CORDILLERA ADMINISTRATIVE REGION
 TEACHERS FOR THE DIFFERENT LEARNING AREAS**

**TO: Schools Division Superintendent
 All Divisions
 All Others Concerned**

1. The Regional Office through the Curriculum Learning and Management Division shall be establishing the database of the different learning areas. This is to make available a more current reference in preparing Learning and Development programs, crafting a policy, as well as to come up with a more accurate entry in its Forward Estimates for subsequent years.
2. Relative to this, all Schools Division Offices are requested to provide the information stated in the templates provided for the following learning areas:

Science and Technology	MAPEH
Mathematics	EsP
English	Multigrade/ADM
Filipino	Madrasah Education Program
Kindergarten	Araling Panlipunan
SPED	IPED

3. Attached are the templates namely:
 Enclosure 1: Templates for Science
 Enclosure 2: Templates for Mathematics
 Enclosure 3: Templates for English
 Enclosure 4: Templates for Filipino
 Enclosure 5: Templates for Kindergarten and SPED
 Enclosure 6: Templates for MAPEH
 Enclosure 7: Templates for EsP and Multigrade/ADM
 Enclosure 8: Templates for Madrasah Education Program
 Enclosure 9: Templates for Araling Panlipunan and IPED
4. Submission of consolidated data to the Regional Office thru the CLMD email ad: clmd.depedcar@gmail.com will be on or before March 20, 2020.
5. Rest assured that all the requested information will be used only for the purpose of developing the Learning and Development intervention and crafting a policy. All information

CLMD/cfm/dot

Contact Numbers (Area Code: 074):

Office of the Regional Director	422-1318	Administrative Division	422-1804	CLMD	422-7098	HRDD	422-9590
Fax	422-4074	Cash Section	423-2215	LRMDS	422-0615	NEAP-R	422-5500
Office of the ARD	422-9590	Payroll Section	424-3993	ESSD	423-2218	PPRD	422-9590
ICT Unit	422-1318	Records Section	423-2213	Finance Division	422-5155	QuAD	422-5187
Public Affairs Unit	422-1318	Supply Section	422-2198	FTAD	424-5187	COA	422-7434
Legal Unit	423-2214	General Services Unit	422-1804				

shall be treated with utmost confidentiality pursuant to RA 10173 otherwise known as the Data Privacy Act of 2012.

7. Immediate action to this Memorandum is desired.


MAY B. ECLAR, Ph.D., CESO V
Regional Director 

Enclosure 1. Science and Technology

a. Inventory of science teachers

School	No. of Science Teachers	Science major teaching their non-majors	Non science major teaching science	Remarks

b. Inventory of available learning resources in Science

Division	Grade level	Availabale LRs	Remarks
	Grade 3		
	Grade 4		
	Grade 5		
	Grade 6		
	Grade 7		
	Grade 8		
	Grade 9		
	Grade 10		
	Grade 11		
	Grade 12		

C. Inventory of science learning competencies the teacher did not teach within the school year

Grade level	Science Competencies	Factors leading to the non-teaching of the competencies
Grade 3		
Grade 4		
Grade 5		
Grade 6		
Grade 7		
Grade 8		
Grade 9		



Grade 10		
Grade 11		
Grade 12		

Prepared by: _____

Designation

Enclosure 3. Template for English

Name of School: _____
 School ID#: _____
 Address: _____

Division: _____
 District: _____

Name	Age	Sex	Position	No. of years in the service	Educational Attainment			Trainings Attended for the last 3 years relative to English	Training Needs
					Bachelor's Degree (Kindly indicate the area of specialization)	Master's Degree	Postgraduate		

Prepared by:

School Principal

Enclosure 4. Template for Filipino

Division: _____ School: _____ Principal: _____

Grade Level: Elementary / Junior High School/ Senior High School

No.	Name	Sex	Age	Major	Minor	No. of years teaching Fil.	Other subjects being taught aside from Fil.	Highest Educational Attainment	Position	Grade level handling &	No. of trainings attended in		Contact No.	Email Address	Expertise/s skills related to Fil.
											Reg'l	Nat'l			

Prepared by:

School Principal

Enclosure 5: Kindergarten

PROFILING OF KINDERGARTEN TEACHERS

School: _____ District: _____
 School ID#: _____ Division: _____
 Address: _____

Name	Age	Sex	Position	Number of Years in the Service	Educational Attainment			Trainings Attended for the last 3 years relative to Kindergarten Program	Training Needs
					Bachelor's Degree (kindly indicate the area of specialization)	Master's Degree	Post graduate		

Prepared by:

School Principal

Enclosure 5: Template for SPED

DATA ON ENROLLMENT IN SPECIAL EDUCATION CENTER

School: _____
 School ID #: _____
 Division: _____

Grade Level	Sex		Total
	M	F	
Kindergarten			
Grade I			
Grade II			
Grade III			
Grade IV			
Grade V			
Grade VI			
CID			
Preparatory			
Lower Primary			
Upper Primary			
Lower Intermediate			
Upper Intermediate			
If the above classifications were not used, how did you classify the CID learners? Please specify on the space provided.			
a.			
b.			
CWA			
LD			
CHI			
Transition/Vocational Program			
Others			

Prepared by: _____
 School Principal

Enclosure 5. Template for SPED

DATA ON ENROLLMENT with MAINSTREAMED LEARNER/INCLUSIVE SET - UP

School: _____
 School ID #: _____
 Division: _____

Grade Level	Sex		Nature of Disability	Total
	M	F		
Kindergarten				
Grade I				
Grade II				
Grade III				
Grade IV				
Grade V				
Grade VI				
Grade 7				
Grade 8				
Grade 9				
Grade 10				
For SMS, kindly state the area of specialization/track of the learner				
Grade 11				
Learner A				
Learner B....				
Grade 12				
Learner A				
Learner B....				

Prepared by:

School Principal

Enclosure 5: Template for SPED

PROFILING OF TEACHERS IN A SPED CENTER

School: _____ District: _____
 School ID#: _____ Division: _____
 Address: _____

Name	Age	Sex	Position	Number of Years in the Service	Handling what Grade level/Disability	Educational Attainment			Trainings Attended for the last 3 years	Training Needs
						Bachelor's Degree (kindly indicate the area of specialization)	Master's Degree	Post graduate		

Prepared by: _____

School Principal

Enclosure 5: Template for SPED

PROFILING OF TEACHERS WITH MAINSTREAMED LEARNERS/INCLUSIVE SET - UP

School: _____
 School ID#: _____
 Address: _____
 District: _____
 Division: _____

Name	Age	Sex	Position	Number of Years in the Service	Handling what Grade level/ Disability	Educational Attainment			Trainings Attended for the last 3 years relative to SPED/IE	Training Needs
						Bachelor's Degree (kindly indicate the area of specialization)	Master's Degree	Post graduate		

Prepared by:

School Principal

C. LEARNERS WITH DIFFICULTY IN SEEING

Name	Age	Date of Birth	Year Graduated	Junior High School		Senior High School		Employed (Y/N)	Place of Employment
				School	Year Graduated	School Track/Skill/Program	Year Graduated		

D. LEARNERS UNDER THE ALTERNATIVE LEARNING SYSTEM (PWDs)

Name	Age	Date of Birth	Nature of Disability	Year Graduated	Junior High School		Senior High School	
					School/Center Attended	Year: Moving - Up	School	Track/Skill/Program

Prepared by:

School Principal

Enclosure 7. Templates for Esp

Profile for Edukasyon sa Pagpapakatao 2020

Instructions:

1. Use the Template by changing the header using your Division header
2. Use Times New Roman font size 12''
3. Use landscape orientation with margin of right .5 cm, left .5 cm, .5cm bottom, .9cm top sides
4. Use size A4. The spaces should be single
5. Submit soft copy to Esp_elmdear@gmail.com
6. Use the National Template in excel format then attach the PPAs or innovations, Issues and concern, Recommendation
7. Attach the Learning Resource Materials Prepared by your teachers in the Division which passed the Quality Assurance and uploaded the Regional to LRMSDS Portal.

CLMD/cm/abc

GRADES HANDLED	No of MG in the School																							
	kinder			Grade 1			Grade 2			Grade 3			Grade 4			Grade 5			Grade 6			Total		
M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	

Enumerate the following:

Titles of Researches conducted for Junior High School in Esp Programs, Project, and Activities undertaken for Esp Issues and Concern Recommendations:

Name And Signature of the following

Prepared by: Focal Person Released by: Planning

Validated by: CID Chief

Approved: SDS

Highest Educational Attainment	Grade 7		Grade 8		Grade 9		Grade 10		
	M	T	F	M	F	T	M	F	T

Enumerate the following:

Titles of Researches conducted for Junior High School in Esp Programs, Project, and Activities undertaken for Esp Issues and Concern Recommendations:

Name And Signature of the following

Prepared by: Focal Person Released by: Planning
Validated by: CID Chief
Approved: SDS

Enclosure 7. Continuation...

**Intervention Materials based on k to 12 uploaded to Regional Portal
Learning Resource Materials
By Grade Level**

TITLES

Grade	Competencies	Competency Code	Module	SIM	Story	Activity Sheets	Year Uploaded

Total

Name And Signature of the following

Prepare by Focal Person
Validated by: CID Chief
Approved: SDS

Released by: Division LRMDs

	Grade 1			Grade 2			Grade 3			Grade 4			Grade 5			Grade 6			Total			No of MG in the School	
	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T		

Enumerate the following:
 Programs, Project, and Activities undertaken for Multi-grade
 Issues and Concern
 Recommendations:
 Name and Signature of the following
 Prepared by: (Focal Person)
 Validated by: COID Chief
 Approved: SDS
 Released by: Planning

Enclosure 7. Templates for ADM

**BASIC PROFILE OF ALTERNATIVE DELIVERY MODE
School Year 2019-2020**

Instructions:

1. Use the Template by changing the header using your Division header
2. Use Times New Roman font size 12”
3. Use landscape orientation with margin of 2.54 in all sides
4. Use size A4. The spaces should be single
5. Submit soft copy to adm.clmdcar@gmail.com

A. Elementary

Number of K- Grade 6 Enrolment under ADM																		
Level	Distance Education			e-IMPACT			MIMOSA			OHSP			Other School Initiated Intervention			Total		
	Male	Female	Total	Male	Female	Total	Male	Female	Total	Male	Female	Total	Male	Female	Total	Male	Female	Total
Kinder																		
Grade 1																		
Grade 2																		
Grade 3																		
Grade 4																		
Grade 5																		
Grade 6																		
Total																		
Number of K- Grade 6 Enrolment under ADM promoted																		

Level	Distance Education			e-IMPACT			MIMOSA			OHSP			Other School Initiated Intervention			Total		
	Male	Female	Total	Male	Female	Total	Male	Female	Total	Male	Female	Total	Male	Female	Total	Male	Female	Total
Kinder																		
Grade 1																		
Grade 2																		
Grade 3																		
Grade 4																		
Grade 5																		
Grade 6																		
Total																		

B. Junior High School

Number of Grade 7 to Grade 10 Enrolment under ADM																		
Level	Distance Education			e-IMPACT			MIMOSA			OHSP			Other School Initiated Intervention			Total		
	Male	Female	Total	Male	Female	Total	Male	Female	Total	Male	Female	Total	Male	Female	Total	Male	Female	Total
Grade 7																		
Grade 8																		
Grade 9																		
Grade 10																		
Total																		
Number of Grade 7 to Grade 10 under ADM promoted																		

Level	Distance Education			e-IMPACT			MIMOSA			OHSP			Other School Initiated Intervention			Total		
	Male	Female	Total	Male	Female	Total	Male	Female	Total	Male	Female	Total	Male	Female	Total	Male	Female	Total
Grade 7	Not Applicable																	
Grade 8	Not Applicable																	
Grade 9	Not Applicable																	
Grade 10	Not Applicable																	
Total	Not Applicable																	

C. Senior High School

Number of Grade 11 to Grade 12 Enrolment under ADM																		
Level	Distance Education			e-IMPACT			MIMOSA			OHSP			Other School Initiated Intervention			Total		
	Male	Female	Total	Male	Female	Total	Male	Female	Total	Male	Female	Total	Male	Female	Total	Male	Female	Total
Grade 11	Not Applicable																	
Grade 12	Not Applicable																	
Total	Not Applicable																	

Number of Grade 11 to Grade 12 under ADM promoted																		
Level	Distance Education			e-IMPACT			MIMOSA			OHSP			Other School Initiated Intervention			Total		
	Male	Female	Total	Male	Female	Total	Male	Female	Total	Male	Female	Total	Male	Female	Total	Male	Female	Total
Grade 11																		
Grade 12																		
Total																		

D. OVERALL TOTAL

Number of K to Grade 12 Enrolment under ADM																		
Level	Distance Education			e-IMPACT			MIMOSA			OHSP			Other School Initiated Intervention			Total		
	Male	Female	Total	Male	Female	Total	Male	Female	Total	Male	Female	Total	Male	Female	Total	Male	Female	Total
K-Grad 6																		
Grade 7-10																		
Grade 11-12																		
Total																		

Number of Kinder to Grade 12 under ADM promoted

Level	Distance Education			e-IMPACT			MIMOSA			OHSP			Other School Initiated Intervention			Total		
	Male	Female	Total	Male	Female	Total	Male	Female	Total	Male	Female	Total	Male	Female	Total	Male	Female	Total
K to Grade 6																		
Grade 7-10	Not Applicable																	
Grade 11-12																		
Total																		

Issues and Concerns:

Recommendations:

Prepared by: (Focal Person) Validated by: (Planning)
 Verified by: (CID Chief)
 Approved: SDS

Enclosure 8. Template for MADRASAH Education Program

Division: _____ School: _____ Principal: _____

Grade Level: Elementary / Junior High School/ Senior High School

No	Name	Sex	Age	Highest Educational Attainment	Position (Permanent/ Contractual)	No. of years teaching ALIVE	Other subjects being taught aside from ALIVE	Grade level handling	No. of Learners	No. of trainings attended in ALIVE		Contact No.	Email Address	Expertise/skills related to Fil.
										Reg'l	Nat'l			

Prepared by:

School Principal

Enclosure 9. Template for Araling Panlipunan

Information Retrieval Template in Araling Palipunan for 2020

Areas of Concern	Accomplishments <i>(Be Specific about the activity and Grade level)</i>	Date Accomplished	Issues and Concerns	Ways Forward	Budgeting Timeline <i>(Month and Year)</i>
1. Training on the Contextualization of Lesson Plans/LRs (with IKSPs)					
2. Trainings conducted for Critical Content/Least Learned Competencies for all level					
3. Travelogue (Mapping of Historical Sites, Local History, Local Heroes and others)					
4. Inventory of Contextualized Learning Materials in AP in all levels.					
5. Trainings conducted for Non-Araling Panlipunan Majors					

Prepared by:

School Principal

Enclosure 9. Template for IPED

Information Retrieval Template in IPED for 2020

Areas of Concern	Elementary	Secondary	Issues and Concerns	Ways Forward
1. Number of School Heads Needing Re-orientation on IPED Implementation				
2. Number of Teachers Needing Re-orientation on IPED Implementation				
3. Number of Schools Implementing IPED (Minimum Indicators: 1. School Heads and Teachers were Oriented on the Implementation of IPED in CAR, and 2. Teachers are using Contextualized Lesson Plans)				
4. Trainings conducted on the Contextualization of Lesson Plans (Indicate Grade Level)				
5. Inventory of Learning Materials Per Grade level				

Prepared by:

School Principal