



Republic of the Philippines  
**Department of Education**  
REGION VIII - EASTERN VISAYAS

March 11, 2021

**REGIONAL MEMORANDUM**

No. **129**, s. 2021

**VIRTUAL CONVERGENCE MEETING WITH THE REGIONAL OFFICE AND SCHOOLS  
DIVISION OFFICES ON PRIVATE SCHOOLS OPERATIONS**

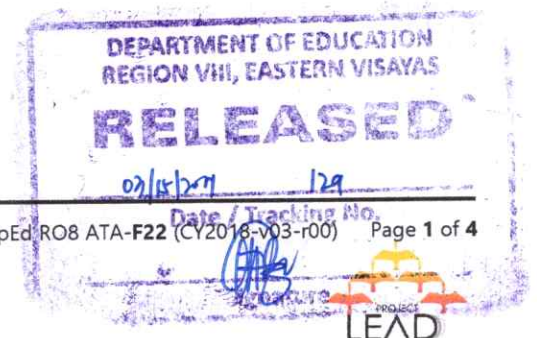
To: Schools Division Superintendents  
All Others Concerned

- To strengthen the monitoring of private schools, this Office through the Quality Assurance Division shall conduct a Virtual Convergence Meeting with the Regional Office and Schools Division Offices on Private Schools Operations on March 25 and 28, 2021.
- This activity aims to:
  - review the standards and guidelines relative to private school operations and;
  - come up with a comprehensive monitoring and evaluation tool for private school operations to ensure that compliance to the standards and guidelines are in place.

3. The participants of this activity are as follows:

PARTICIPANTS		Expected No. of Pax
Regional Office	QAD Personnel	7
SDOs	SGOD Chiefs	13
	Private School Coordinators	13
	Senior High School Coordinators	13
	Presidents of the Private School Association	13
<b>TOTAL</b>		<b>59</b>

4. The convergence meeting shall be using the google meet platform and the link will be posted in the DepEd RO8 M & E Facebook Messenger Account. The concerned participants are expected to register in the google sheet provided on the day of the activity.



5. Attached is the Matrix of Activities for reference.
6. Immediate dissemination of and compliance with this Memorandum are desired.

  
**MA. GEMMA MERCADO LEDESMA**  
Regional Director 

QAD-RRC

Enclosures: Matrix of Activities

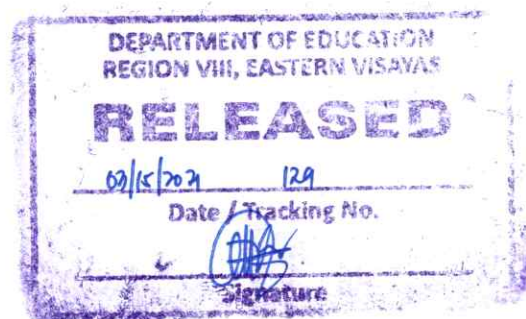
References: None

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

MONITORING & EVALUATION

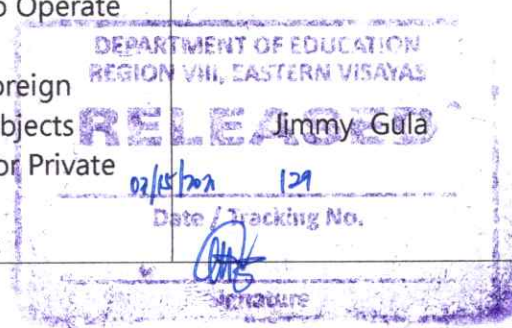
PLANNING

SCHOOL OPERATION



**VIRTUAL CONVERGENCE MEETING WITH THE REGIONAL OFFICE AND SCHOOLS  
DIVISION OFFICES ON PRIVATE SCHOOLS OPERATIONS  
March 25 & 28, 2021**

TIME	TOPIC	RESPONSIBLE PERSON
<b>DAY 1 – March 25, 2021</b>		
8:00 – 8:30 A.M.	<ul style="list-style-type: none"> <li>Attendance Check/ Registration</li> </ul>	Rachel R. Cuevas
8:31 – 9:00 A.M.	<ul style="list-style-type: none"> <li>Opening Program</li> </ul>	Rowena Vacal
9:01 – 10:30 A.M.	<p><b>Review on the standards and guidelines for:</b></p> <ul style="list-style-type: none"> <li>Establishment of Private Schools</li> <li>Permit and Recognition</li> <li>Establishment of Branch and Night Classes; Closure of Schools</li> </ul>	Rachel R. Cuevas
10:01 – 12:00 A.M.	<ul style="list-style-type: none"> <li>Establishment of Foreign or International School</li> <li>Administration</li> <li>Personnel</li> </ul>	Gerardo L. Adtoon
12:01 – 1:00 P.M.	<b>NOON BREAK</b>	
1:01 – 2:30 P.M.	<ul style="list-style-type: none"> <li>Renumeration of Compensation</li> <li>Retirement and Other Benefits</li> <li>Accreditation</li> </ul>	Melvin Chito M. Solis
2:30 – 4:00 P.M.	<ul style="list-style-type: none"> <li>School Operation</li> </ul>	Sonny S. Tayum
4:01 – 4:45 P.M.	<ul style="list-style-type: none"> <li>Presentation of the Draft Monitoring and Evaluation Tool</li> </ul>	Rachel R. Cuevas
4:46 – 5:00	<b>WRAP-UP &amp; AGREEMENTS</b>	
	Officer of the Day : Rowena Vacal Documenter : Jimmy G. Gula	
<b>DAY 2 – March 28, 2021</b>		
8:00 – 8:30 A.M.	<ul style="list-style-type: none"> <li>Management of Learning</li> </ul>	Melvin Chito M. Solis
8:31 – 10:00 A.M.	<ul style="list-style-type: none"> <li>School Site</li> <li>Laboratory, Equipment and Supplies</li> <li>Library and Textbooks</li> <li>School Records</li> </ul>	Rowena Vacal
10:01 – 12:00 A.M.	<ul style="list-style-type: none"> <li>Methods of Teaching</li> <li>School Finance</li> <li>Rules and Regulations to Operate Kindergarten</li> <li>Guidelines on offering Foreign Languages as Elective Subjects</li> <li>Operational Guidelines for Private Mandaris</li> <li>Miscellaneous Provisions</li> </ul>	Jimmy Gula





12:01 – 1:00 P.M.	<b>NOON BREAK</b>	12:01 – 1:00 P.M.
1:01 – 3:10 P.M.	<b>PRESENTATION OF OUTPUTS BY SDOs</b> ( 5 mins. presentation per SDO and 5 mins. feedback giving)	
	<b>PRESENTER</b>	<b>OBSERVER</b>
	Baybay City	Tacloban City
	Biliran	Southern Leyte
	Borongan City	Samar
	Calbayog City	Ormoc City
	Catbalogan City	Nothern Samar
	Eastern Samar	Leyte
	Leyte	Maasin City
	Maasin City	Eastern Samar
	Northern Samar	Catbalogan City
	Ormoc City	Calbayog City
	Samar	Borongan City
	Southern Leyte	Biliran
	Tacloban City	Baybay City
3:10 – 4:00 P.M.	Finalization of the Monitoring and Evaluation Tool for private Schools	<b>Facilitator:</b> RACHEL R. CUEVAS
4:00 – 4:30 P.M.	WAYS FORWARD	<b>Facilitator:</b> SONNY TAYUM
4:30 P.M. 5:00 P.M.	CLOSING PROGRAM	<b>Facilitator:</b> GERARDO ADTOON
	Officer of the Day:	MELVIN CHITO SOLIS
	DOCUMENTER:	JIMMY G. GULA ROWENA VACAL

Prepared by:

  
**RACHEL R. CUEVAS**  
 EPS,QAD

APPROVED:

DEPARTMENT OF EDUCATION  
 REGION VIII, EASTERN VISAYAS  
**RITA R. DIMAKILING-PhD**  
 Chief, QAD  
 Date / Tracking No.  
