DIVISION MEMORANDUM
No. 205 s. 2019

SEMINAR ON THE MONITORING AND EVALUATION (M&E) PHASE OF PROJECT ASSIST AND ITS LINK TO THE TECHNICAL ASSISTANCE OF SCHOOL LEADERS IN SDO MARIKINA CITY

To: OIC, Office of the Assistant Schools Division Superintendent
   Chief Education Supervisors, SGOD and CID
   Elementary and Secondary School Heads
   Officers-In-Charge
   Public Schools Only

1. Please be informed that the Schools Division Office will conduct a Seminar on the Monitoring and Evaluation Phase of Project ASSIST and its Link to the Technical Assistance of School Leaders in SDO Marikina City on December 3-5, 2019 8:00 A.M. – 5:00 P.M. at Concepcion Elementary School, Gabaldon, Concepcion Uno, Marikina City.

2. This aims to review Project ASSIST and acquire knowledge and skills on the utilization of Monitoring and Evaluation Tool for Project Assist as basis for providing technical assistance to teachers.

3. Attached herewith are the list of participants for your reference.

4. Immediate and wide dissemination of this Memorandum is desired.

For:

SHERYLL T. GAYOLA
Education Program Supervisor
Officer-in-Charge
Office of the Schools Division Superintendent

By:

ELISA O. CERVEZA
Chief Education Supervisor, CID/OIC-ASDS
OIC, Office of the Schools Division Superintendent

Maka-Diyos, Makatag, Makakalikasan at Makabansa
### Project ASSIST: M & E Phase link to Technical Assistance
#### List of Participants

<table>
<thead>
<tr>
<th><strong>Elementary Schools</strong></th>
<th><strong>Secondary Schools</strong></th>
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<tbody>
<tr>
<td>17 School Heads</td>
<td>16 School Heads</td>
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<tr>
<td>2 Master Teachers per school</td>
<td>1 MT per school (16 MTs)</td>
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<tr>
<td>(34 MTs)</td>
<td>10 Asst. Principals</td>
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<td>1 Head Teacher per school (15 HTs)</td>
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**Division Office:**

OIC, Asst. Schools Division Superintendent  
Chief Education Program Supervisors, SGOD  
Public Schools District Supervisors  
Education Program Supervisors  
SGOD Supervisor  
3 SEPS  
1 HRDS EPS 2