



Republic of the Philippines
Department of Education
REGION III - CENTRAL LUZON
SCHOOLS DIVISION OF SCIENCE CITY OF MUÑOZ

27 August 2024

SCHOOLS DIVISION MEMORANDUM

No. 289

s. 2024

**DEVELOPMENT, QUALITY-ASSURANCE, AND ADMINISTRATION
OF THE SCHOOLS DIVISION FIRST AND SECOND
QUARTER ASSESSMENT TOOLS**

To: Assistant Schools Division Superintendent
Chief Education Supervisor
Public Elementary and Secondary Schoolheads
All Others Concerned

1. This Office announces the Development, Quality-Assurance, and Administration of the Schools Division First and Second Quarter Assessment Tools for SY 2024-2025.
2. The purpose of this activity is to ensure that the assessment tools are based on the Most Essential Learning Competencies (MELCs) and MATATAG Curriculum across learning areas and have undergone quality assurance before they will be utilized by schools.
3. All schools implementing Special Science Elementary School (SSES), Special Curricular Program in Science Technology and Engineering (STE) and Science, Technology, Engineering and Mathematics (STEM) from Grades 4 to 12 are directed to implement computer-based assessment (CBA) and utilize readily available resources such as DepEd Computerization Program (DCP) units and Chuwi laptops.
4. Time allotment per subject is 1 hour for paper and pen and 1.5 hours for the CBA.
5. Class advisers shall serve as test administrators for the paper and pen and the school ICT Coordinator for the computer-based assessment.



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6. Schoolheads, Assistant Principals and/or Head Teachers, and Subject Group Heads shall monitor the test administration, ensure that there is no test leakage or other forms of cheating, and prepare and upload to the Google Drive/One Drive that will be provided by the Curriculum and Implementation Division (CID) the accomplished Monitoring Tool.
7. Quality Assurance Teams for school-based assessment tools should be the School Heads, Assistant Principal, Department Heads, Master Teachers or Subject Group Heads.
8. The learning area supervisors will manage and oversee the development quality assurance, validation, and finalization of the assessment tools.
9. Schoolheads are advised to refrain from sharing with their teachers the Google drive/Onedrive link that will be provided by the CID. As a preventive measure against test leakage, only the printed copies shall be given to the teachers for reproduction and administration.
10. An online orientation will be conducted on August 30, 2024 and November 8 at 3:00 to 5:00 p.m. with regard to assessment writing for the first and second quarters respectively.
11. Enclosed in this issuance are the following:
 - a. Enclosure No.1 Schedule of the First and Second Quarter Assessment
 - b. Enclosure No. 2 Activity Proposal Matrix of the First and Second Quarter Assessment
 - c. Enclosure No.3 Activities and Reports to be Accomplished
 - a. Enclosure No.4 Pool of Test Writers for the Assessment Tools
 - b. Enclosure No.5 Quality Assurance Teams
 - c. Enclosure No.6 ICT Core Teams
 - d. Enclosure No.7 Teacher's Report on the Results of the Quarterly Assessment (Template 1, 2 and 3)
 - e. Enclosure No.8 Quarterly Assessment Monitoring Tool
 - f. Enclosure No.9 Quarterly Issues and Concerns



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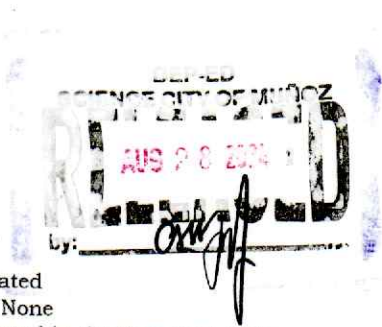
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g. Enclosure No. 10 Quarterly Assessment Tools Technical Specifications

11. For queries, please communicate with the concerned learning area supervisors through their messengers or cellphone numbers.
12. Wide dissemination of this Memorandum is earnestly desired.



JOHANNA N. GERVAPIO PhD, CESO V
Schools Division Superintendent ✦

Encl: As stated
Reference: None
To be indicated in the Perpetual Index
Under the following subjects:

ASSESSMENT

*CID/LDT-1st and 2nd Quarter Assessment
18/August 28, 2024*



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Enclosure No. 1 to Schools Division Memorandum No. 289s. 2024

SCHEDULE OF THE FIRST AND SECOND QUARTER ASSESSMENT

FIRST QUARTER ASSESSMENT		
Key Stage	Day 1 (September 23, 2024)	Day 2 (September 24, 2024)
KS 1: Kinder and Grades 1-3	Literacy in Kinder Filipino GMRC/EsP Science Makabansa	Numeracy in Kinder Math English AP MAPEH
KS 2: Grades 4-6	Filipino English MAPEH GMRC/EsP	Math Science AP EPP/TLE
KS 3: Grades 7-10	ESP/Values Education Science Filipino EPP/TLE	Mathematics Araling Panlipunan MAPEH English
KS 4: Grade 11	Komunikasyon at Pananaliksik sa Wika at Kulturang Filipino Oral Communication in Context General Mathematics Food and Beverage Services NCII Other Subjects	Earth and Life Science CSS Physical Education and Health Introduction to the Philosophy of the Human Person Beauty and Nail Care NCII Other Subjects
KS 4: Grade 12	Personal Development Understanding Culture, Politics, and Society Oral Communication in Context Other Subjects	Introduction to Philosophy of the Hyman Person Physical Education and Health Other Subjects



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SECOND QUARTER ASSESSMENT		
Key Stage	Day 1 (December 2, 2024)	Day 2 (December 3, 2024)
KS 1: Kinder and Grades 1-3	Literacy in Kinder Filipino GMRC/EsP Science Makabansa	Numeracy in Kinder Math English AP MAPEH
KS 2: Grades 4-6	Filipino English MAPEH GMRC/EsP	Math Science AP EPP/TLE
KS 3: Grades 7-10	ESP/Values Education Science Filipino EPP/TLE	Mathematics Araling Panlipunan MAPEH English
KS 4: Grade 11	Komunikasyon at Pananaliksik sa Wika at Kulturang Filipino Oral Communication in Context General Mathematics Food and Beverage Services NCII Other Subjects	Earth and Life Science CSS Physical Education and Health Introduction to the Philosophy of the Human Person Beauty and Nail Care NCII Other Subjects
KS 4: Grade 12	Personal Development Understanding Culture, Politics, and Society Oral Communication in Context Other Subjects	Introduction to Philosophy of the Hyman Person Physical Education and Health Other Subjects



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Enclosure No. 2 to Schools Division Memorandum No. ~~289~~ s. 2024

**ACTIVITY PROPOSAL MATRIX OF THE FIRST AND SECOND
QUARTER ASSESSMENT**

Activity (Per learning area)	First Quarter	Second Quarter	Modality	Participants
Planning Meeting and Orientation	August 30, 2024	November 8, 2024	Face-to-Face/ Online	EPSs Test Writers, QA Team, ICT Core Team
Development of Assessment Tools	September 2 to 6, 2024	November 11 to 15, 2024	Asynchronous	Test Writers
Quality Assurance of Developed Assessment Tools	September 9 to 12, 2024	November 18 to 21, 2024	Face-to-Face/ Online	EPSs Test Writers, QA Team
Pilot Testing	September 13, 2024	November 22, 2024	Face-to-Face	EPSs, Students and Teachers
Finalization and uploading to a google drive/onedrive	September 16-17, 2024	November 25-26, 2024	Online	EPSs and ICT Core Team
Providing access to the final assessment tools	September 18, 2024	November 27, 2024	Online	CID



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Printing of the Assessment Tools	September 18 to 20, 2024	November 27 - 29, 2024		
First Quarter Assessment	September 23-24, 2024			
Second Quarter	December 2-3, 2024			



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Enclosure No. 3 to Schools Division Memorandum No. 289 s. 2024

ACTIVITIES AND REPORTS TO BE ACCOMPLISHED

Activity	First Quarter	Second Quarter	Person Responsible	Remarks
Checking and Analysis of Results - % of learners who obtained or exceeded the MPL - Most and least learned competencies (MLCs & LLCs) - Learners who need intervention per LLC	September 25 to 30, 2024	December 3 to 6, 2024	Subject Teachers	Use Templates 1 and 3 in Enclosure No. 7
School Consolidation of Test Results, Accomplishment of Monitoring tool, and issues and concerns	October 1 to 4, 2024	December 9 to 13, 2024	Grade Level/ Learning area coordinators or Head Teachers	Use Template 2 in Enclosure No.7 and Enclosures 8 to 9
Uploading the Accomplished Enclosures 7 to 9 and Submission of the Consolidated Assessment Results and Analysis to the Division Office	October 7 to 11, 2024	December 16 to 20, 2024	School Heads and Learning Area Supervisors	Link will be given after the administration of the quarterly assessment



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Enclosure No. 4 to Schools Division Memorandum No. 289 s. 2024

POOL OF TEST WRITERS FOR THE ASSESSMENT TOOLS

Learning Area (Domain)	Level	Name of Test Writers	School
Numeracy	Kindergarten	Erlynn S. Quinto	Calabalabaan ES
Literacy		Aira Camille S. Cabildo	San Antonio IS
Filipino	1	May-Ann M. Amar	Munoz North CS
	2	Jennlyn C. Salvador	Maligaya ES
	3	Elsa S. Dela Cruz	Bantug ES
	4	Jayson L. Valdez	Maligaya ES
	5	Myla W. Villeno	Munoz CS
	6	Joana Marie A. Luciano	Maligaya ES
	7	Nemia V. Niegos	MNHS-Main JHS
	8	Wilma S. Paraguison	MNHS-Main JHS
	9	Ednalyn N. Gamit	MNHS-Main JHS
	10	Kristine P. Patricio	MNHS-Main JHS
English	1	Grace Ann DC. Semacio	Magtanggol IS
	2	Cecilia V. Feliciano	San Antonio IS
	3	Gina B. Asuncion	Bantug ES
	4	Rowena I. Bernardo	Villa Cuizon ES
	5	April V. Eugenio	Bical ES
	6	Caroline D. Dela Cruz	Cabisuculan ES
	7	Rachelle B. Del Rosario	MNHS Main (JHS)
	8	Jeremae C. Dumale	MNHS Main (JHS)
	9	Edgene L. Castillo	Palusapis IS
	10	Maica A. Manuel	San Antonio IS
Mathematics	1	Elvie G. Corpuz	DepEd-CLSU



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	2	Maribel L. Peralta	San Antonio IS
	3	Benilda V. Gregorio	Palusapis IS
	4	Jocelyn G. Ramos	Bical ES
	5	Marietta V. Reyes	Rang-ayan ES
	6	Juanito A. Mariano Jr	Magtanggol IS
	7	Danielle Mae Chuidan	Maligaya ES
	8	Samson U. Salibay	MNHS-MAIN JHS
	9	Jackielou H. Nery	San Antonio IS
	10	Ernesto Ravago Jr.	MNHS Annex
Science	3	Imelda B. Sicat	Munoz Central School
	4	Grace D. Yango	Linglingay ES
	5	Alma Grace P. Corpuz	Gabaldon IS
	6	Veronica M. Aquino	Tekila Grace V. Alvarez PS
	7	Glenda L. Viola	MNHS-Main JHS
	8	Liezel A. Dela Cruz	Maragol IS
	9	Nikka Danichelle A. Elamparo	Inday Melencio NHS
	10	Analiza S. Galindez	SAIS
AP	1	Aiza P. Lazo	Villa Isla ES
	2	Marivic G. Damacio	Pandalla ES
	3	Ferdinand A. Cargamento Jr	Pandalla ES
	4	Jennifer M. Parcasio	DEPED-CLSU
	5	Michelle C. Patungan	Palusapis ES
	6	Aura S. Ramos	Bantug ES
	7	Sandra O. Alvarado	Palusapis Integrated School
	8	Joanne S. Gaston	MNHS Main-JHS
	9	Normita P. Lomboy	MNHS Main-JHS



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	10	Mary Lorelie S. Santos	MNHS Main-JHS
GMRC/Values Education/EsP	1	Minerva T. Cenense	Maligaya ES
	2	Lisette S. Garcia	Villa Isla ES
	3	Marissa P. Novicio	DepEd CLSU (Lab.) ES
	4	Michelle A. Esteban	Bantug ES
	5	Arceli Q. Rigos	Bantug ES
	6	Melvic M. Dela Cruz	Maligaya ES
	7	Charmaine M. Marzan	MNHS Main JHS
	8	Maria Leonida C. Pascual	MNHS Main JHS
	9	Joan Marie Q. Asuncion	MNHS Main JHS
	10	Maricar P. De Guzman	MNHS Main JHS
MAPEH	1	Edlyn G. Villanueva	Ricardo V. Adriano ES
	2	Dwine Regil F. Tabilin	Mangandingay ES
	3	Jovelyn V. Pestano	DepEd CLSU
	4	Norwin R. Olar	Maligaya ES
	5	Noli G. Madriaga	Bagong Sikat ES
	6	Neil Aldrin T. Batungbakal	Munoz North CS
	7	Janet G. Palapit	MNHS Main JH
	8	Katherine C. Garcia	MNHS Main JH
	9	Ezekiel P. Bautista	MNHS Main JH
	10	Imee D. Evangelista	MNHS Main JH
EPP/TLE	4	Jennifer P. Tenoso	DEPED-CLSU
	5	John Phil R. Badua	San Felipe ES
	6	Ruby Donna C. Manuel	Munoz CS
	7	Jeanelyn G. Claus	MNHS-Main JHS
	8	Shiela H. Lagasca	MNHS-Main JHS
	9	ER Jane Duran (Home Economics)	MNHS-Main JHS
	9	Diana Kris G. Limos (Agriculture)	MNHS-Main JHS
	9	Priscila P. Esteban (ICT)	MNHS-Main JHS



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	9	Garry R. Gapuz (SMAW)	MNHS-Main JHS
EPP/TLE	9	Rubie Rosa P. Caimoy (Beauty Care)	MNHS-Main JHS
	10	Noel A. San Pedro (SMAW)	MNHS-Main JHS
	10	Regina E. Bigornia (Home Economics)	MNHS-Main JHS
	10	Donabelle G. Licudan (ICT)	MNHS-Main JHS
	10	Zenaida M. Mones (Agriculture)	MNHS-Main JHS
SHS CORE SUBJECTS	Level	Name of Test Writers	School
General Mathematics	11	Mildred M. Umipig	Magtanggol IS
Earth and Life Science	11	Gene Beniece B. Limos	MNHS-Main-SHS
Komunikasyon at Pananaliksik sa Wika at Kulturang Filipino	11	Loida E. Viterbo	MNHS-Main-SHS
Food and Beverage Services NCII	11	Cristine L. Rigonan	MNHS- Main-SHS
Beauty and Nail Care NCII	11	Jo-anne Marie D. Obena	MNHS- Main-SHS
CSS	11	Jezamay Salvatierra	MNHS- Main-SHS
Empowerment Technologies	11	Arnold G. Bautista	MNHS- Main-SHS
Oral Communication in Context	11	Rosalie D. Dilla	MNHS Main SHS
Physical Education and Health	11	Katherine Joyce T. Tabuno	MNHS Main SHS
Cookery NCII	12	Michelle B. Iblasin	MNHS- Main-SHS
SMAW NCII	12	Froilan Santiago Jr	MNHS- Main-SHS
CSS NCII	12	Karl Vincent R. Nonog	MNHS- Main-SHS
Hairdressing NCII	12	Roanne Mae Cabigon	MNHS- Main-SHS



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Oral Communication in Context	12	Rexie Ann P. Maun	MNHS Main SHS
Personal Development	12	Ginalyn N. Pablo	MNHS-Annex
Understanding Culture, Politics, and Society	12	Helen Grace P. Dolormente	MNHS-Annex
Introduction to Philosophy of the Human Person	12	Ronaliza Y. Espiritu	MNHS-Annex
Physical Education and Health	12	Genevie Diane D. De Guzman	MNHS Main SHS

SSES	Level	Name of Test Writers	School
Science	1	Rosemarie N. Busania	Maligaya ES
	2	Daryl Ann Q. Pagaduan	Munoz Central School
	3	Marilyn C. Bravo	Maligaya ES
	4	Jennie Lyn M. Escobar	DepEd -CLSU
	5	Sherlyn S. Vloria	Munoz Central School
	6	Marilyn U. Dela Cruz	Maligaya ES



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Enclosure No. 5 to Schools Division Memorandum No. 229s. 2024

QUALITY ASSURANCE TEAMS

FILIPINO	ENGLISH	MATH	SCIENCE
Leader: Mary Queen P. Orpilla PhD Members: Leah C. Lazaro Cecilia Alvarez John F. Del Mundo PhD Gilda S. Panuyas Alona C. Acosta Jocelyn C. Regpala PhD Necelyn M. Encarnacion Eufemia N. Cuaresma PhD Mark Anthony Paraguison Jocelyn Castelo John Ocampo PhD Sheila M. Angel Jackielyn G. Vergara Janet G. Escano Alona C. Acosta PhD	Leader: Aileen G. Mactal PhD Members: Marichele M. Mercurio PhD Glorifer F. Quitan Ann Christian A. Francisco Melanie N. Aquino Wensdy S. Casio Jocelyn R. De Guzman Michelle T. Jayme PhD Marilyn D. Sicat Ruth D. Santiago Amalia F. Cruz Margarie D. Lucero Revelita T. Bello Haidee O. Pajarito Jackylou G. Alberto Moon Lee G. Lee Josephine S. Quinit Irenio A. Bucsit Jr. Robinson B. Valenzona April V. Eugenio	Leader: Leilani D. Tidalgo EdD Members: (Elementary) Agnes C. Bengaña Hederlyn L. Ferrer Helen V. Alvaran Rosemarie N. Busania Rosario M. Sapitan Pepito D. De Guzman (Junior HS) Jordan T. Nicodemus Sally S. Feria Francisco M. Pelagio Patrick Harold B. Tadatada Arlene C. Castañeda Roberto C. Abril Albert H. Papalis (Senior HS) Pedro J. De Guzman Cynthia C. Monserate Kathlyn Joy M. Manlusoc	Leader: Nelie D. Sacman PhD Members: (SSES) Teresita Ventura Ginalyn O. Imperial Nelie D. Sacman Joanna Marie D. Torda Nelie D. Sacman Felerma G. Urbano (Science Regular) Rona May E. Cruz Jackylou G. Alberto Maricor V. Santos Melanie O. Roldan (Senior HS) Lea Irish A. Salazar KINDERGARTEN Leader: Rodolfo A. Dizon PhD Maricel D. Gilvoligaya PhD Michelle T. Jayme, PhD Sherilou L. Balingbing Fremarlyn C. Leano



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Enclosure No. 5 to Schools Division Memorandum No. 289 s. 2024

QUALITY ASSURANCE TEAMS

FILIPINO	ENGLISH	MATH	SCIENCE
Leader: Mary Queen P. Orpilla PhD Members: Leah C. Lazaro Cecilia Alvarez John F. Del Mundo PhD Gilda S. Panuyas Alona C. Acosta Jocelyn C. Regpala PhD Necelyn M. Encarnacion Eufemia N. Cuaresma PhD Mark Anthony Paraguison Jocelyn Castelo John Ocampo PhD Sheila M. Angel Jackielyn G. Vergara Janet G. Escano Alona C. Acosta PhD	Leader: Aileen G. Mactal PhD Members: Marichele M. Mercurio PhD Glorifer F. Quitan Ann Christian A. Francisco Melanie N. Aquino Wensdy S. Casio Jocelyn R. De Guzman Michelle T. Jayme PhD Marilyn D. Sicat Ruth D. Santiago Amalia F. Cruz Margarie D. Lucero Revelita T. Bello Haidee O. Pajarito Jackylou G. Alberto Moon Lee G. Lee Josephine S. Quinit Ireneo A. Bucsit Jr. Robinson B. Valenzona April V. Eugenio	Leader: Leilani D. Tidalgo EdD Members: (Elementary) Agnes C. Bengaño Hederlyn L. Ferrer Helen V. Alvaran Rosemarie N. Busania Rosario M. Sapitan Pepito D. De Guzman (Junior HS) Jordan T. Nicodemus Sally S. Feria Francisco M. Pelagio Patrick Harold B. Tadatada Arlene C. Castañeda Roberto C. Abril Albert H. Papalis (Senior HS) Pedro J. De Guzman Cynthia C. Monserate Kathlyn Joy M. Manlusoc	Leader: Nelie D. Sacman PhD Members: (SSES) Teresita Ventura Ginalyn O. Imperial Nelie D. Sacman Joanna Marie D. Torda Nelie D. Sacman Felerma G. Urbano (Science Regular) Rona May E. Cruz Jackylou G. Alberto Maricor V. Santos Melanie O. Roldan (Senior HS) Lea Irish A. Salazar



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<p>ARALING PANLIPUNAN Leader: Melody E. Galingan Members:</p> <p>Imelda V. Sirot Reny B. Ramirez Rosemarie C. Vero Helen Grace P. Dolormente</p>	<p>EPP/TLE/TVL Leader: Zoraida F. Espino PhD Members:</p> <p>Dominador M. Orpilla, PhD Jenifer V. Mangahas, PhD Michael Castaneda</p>	<p>GMRC/Values Education Leader: Mercedita D. Saldero Members:</p> <p>(Elementary) Al John U. Febrero Natividad I. Niegos Lourdes C. Claus Maria Gina Roa Edilyn M. Parugrug</p> <p>(Junior HS) Corazon H. Mateo Ladylyn G. Javier Jhon Michael DC. Fernandez Ma. Amarlyn P. Santillana</p>	<p>MAPEH Leader: Augusto A. Mateo and May P. Padilla Members:</p> <p>(Elementary) April V. Eugenio Revelita T. Bello (Junior HS) Anvil Portes Edgardo De Guzman Rustum P. Esteban Avalon P. Inigo (Senior HS) Jeffrey E. Banawe</p>
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Enclosure No. 6 to School Division Memorandum No. 289 s. 2024

ICT CORE TEAMS

<p>FILIPINO Leader: Mary Queen P. Orpilla PhD Members: Rick Tatel Antonio Niegos Andrew Pagaling Jessa Solomon Sherly Fronda Jayson Sobrevilla Eleanor Morcilla</p>	<p>ENGLISH Leader: Aileen G. Mactal PhD Members: Renier B. Paraguison Justine Idylla T. Fernandez Leonard C. Viloría Christian Lee R. Roque Marie Joy F. Cunanan Aulene V. Wamil Jessie V. Dumale Honey Rocehl V. Sapitan</p>	<p>MATH Leader: Leilani D. Tidalgo and Pedro J. De Guzman Members: Elyssa Marie T. Prado Raymond Baniqued Lissette Garcia Agnes C. Bengaña Hederlyn L. Ferrer Daisy L. Cantor Christine Cruz Marivic C. Umagat Kathlyn Manlusoc</p>	<p>SCIENCE Leader: Nelie D. Sacman PhD Members: Cardinal G. Mananes Nila F. Mazon Eden Rose L. Gonzales Ferry E. Reyes Aprilyn C. Torio Rosemarie N. Busania Liezete Joy F. Miranda</p>
<p>ARALING PANLIPUNAN Leader: Melody E. Galingan Members: Imelda V. Sirot Helen Grace P. Dolormente</p>	<p>EPP/TLE/TVL Leader: Zoraida F. Espino PhD Members: Dominador M. Orpilla, PhD Jenifer V. Mangahas, PhD Michael Castaneda</p>	<p>GMRC/Values Education Leader: Mercedita D. Saldero Members: Jefferson Umagat Jhon Michael DC. Fernandez Charmaine M. Marzan Catherine C. Coloma Rachel S. Ingco Sharon O. Tadeo Myra B. Castaneda</p>	<p>MAPEH Leader: Augusto A. Mateo and May P. Padilla Members: Anvil P. Posrtes Carl Vince R. Nonog Rogelio Mariano Flomel F. Javier Ariel M. Ordoñez</p>



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Enclosure No. 7 to Schools Division Memorandum No. 289 s. 2024
 Template No. 1

TEACHER'S REPORT ON THE RESULTS OF THE QUARTERLY ASSESSMENT

School Year _____

School: _____

Address of the School: _____

Learning Area: _____

School: _____

Grade Level: _____

School: _____

Section (If applicable): _____

Total Number of Enrolled Learners: _____ No. of Male: _____ No. of Female: _____

Total Number of Takers: _____ No. of Male: _____ No. of Female: _____

Percentage of Learners who achieved or exceeded the MPL: _____

Percentage of Male Takers who achieved or exceeded the MPL: _____

Percentage of Female Takers who achieved or exceeded the MPL: _____

Part A. Most Learned and Least Learned Items

Item No.	Most Learned Competencies	Rank	Item No.	Least Learned Competencies	Rank
		1			1
		2			2
		3			3
		4			4
		5			5
		6			6
		7			7
		8			8
		9			9
		10			10

Analysis and Interpretation:

Prepared by:

 Subject Teacher



Address: Brgy. Rizal, Science City of Muñoz, 3119

Telephone No.: (044) 806 -2192; Email Address: munozscience.city@deped.gov.ph



Republic of the Philippines
Department of Education
 REGION III - CENTRAL LUZON
 SCHOOLS DIVISION OF SCIENCE CITY OF MUÑOZ

Template No. 2

**SCHOOL REPORT ON THE RESULTS OF THE QUARTERLY ASSESSMENT
 (REGULAR CLASS)**

School Year _____

School: _____

Address of the School: _____

Learning Area: _____

School: _____

Grade Level: _____

School: _____

Section (If applicable): _____

Total Number of Enrolled Learners: _____ No. of Male: _____ No. of Female: _____

Total Number of Takers: _____ No. of Male: _____ No. of Female: _____

Percentage of Learners who achieved or exceeded the MPL: _____

Percentage of Male Takers who achieved or exceeded the MPL: _____

Percentage of Female Takers who achieved or exceeded the MPL: _____

Item No.	Most Learned Competencies	Rank	Item No.	Least Learned Competencies	Rank
		1			1
		2			2
		3			3
		4			4
		5			5
		6			6
		7			7
		8			8
		9			9
		10			10

Note: *If there are more than one sections in particular grade level, the average percentage of the learners who achieved or exceeded the MPL shall be reported.

Analysis and Interpretation:



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Template No. 3

**SCHOOL REPORT ON THE RESULTS OF THE QUARTERLY ASSESSMENT
 (SSES/STE CLASSES)**
 School Year _____

School: _____

Address of the School: _____

Learning Area: _____

School: _____

Grade Level: _____

School: _____

Section (If applicable): _____

Total Number of Enrolled Learners: _____ No. of Male: _____ No. of Female: _____

Total Number of Takers: _____ No. of Male: _____ No. of Female: _____

Percentage of Learners who achieved or exceeded the MPL: _____

Percentage of Male Takers who achieved or exceeded the MPL: _____

Percentage of Female Takers who achieved or exceeded the MPL: _____

Item No.	Most Learned Competencies	Rank	Item No.	Least Learned Competencies	Rank
		1			1
		2			2
		3			3
		4			4
		5			5
		6			6
		7			7
		8			8
		9			9
		10			10

Note: *If there are more than one section in particular grade level, the average percentage of the learners who achieved or exceeded the MPL shall be reported.

Analysis and Interpretation:



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Enclosure No. 9 to Schools Division Memorandum No. 289/s. 2024

QUARTERLY ISSUES AND CONCERNS

A. Assessment Tools

Issues and Concerns	Action Taken

B. Printing and Reproduction of Assessment Tools

Issues and Concerns	Action Taken

C. Actual Conduct of the 2nd Quarter Assessment

Issues and Concerns	Action Taken

Comments/Suggestions/Recommendation to improve the test administration

Monitored by:



Address: Brgy. Rizal, Science City of Muñoz, 3119

Telephone No.: (044) 806 -2192; Email Address: munozone.science.city@deped.gov.ph



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Enclosure No. 8 to Schools Division Memorandum No. 289, s. 2024

QUARTERLY ASSESSMENT MONITORING TOOL

Grade Level	Total No. of Enrollment			Actual Test Takers			No. of Learners who did not take the SQA			Reasons for not taking the test
	M	F	Total	M	F	Total	M	F	Total	
Kinder										
Grade 1										
Grade 2										
Grade 3										
Grade 4										
Grade 5										
Grade 6										
Grade 7										
Grade 8										
Grade 9										
Grade 10										
Grade 11										
Grade 12										



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Telephone No.: (044) 806 -2192; Email Address: munozi-science.city@deped.gov.ph



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Printed name and Signature of the Monitoring Official

Designation : _____

Date : _____

Conformed:

Printed name and Signature of the Schoolhead



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Enclosure No. 10 to Schools Division Memorandum No. 289, s. 2024

QUARTERLY ASSESSMENT TOOLS TECHNICAL SPECIFICATIONS

1. The heading of the test should contain the Quarter, Learning Area, Grade Level, and School Year.

Example: 1st QUARTER ASSESSMENT IN SCIENCE 7
SY: 2024-2025

2. Follow the number of items, font size, and font style indicated below.

Grade Level	Number of Items	Font Size	Font Style
Kinder	30	16	Alfabeto or Century Gothic
1	25	16	
2	25	14	
3	30	14	
4	40	12	Bookman Old Style
5	50	12	
6	50	12	
7-12	50	11	

3. Margin is 2 centimeters on all sides.

4. The first page should contain the SDO header and SDO-MATATAG footer. On the other hand, the succeeding pages should contain the SDO header while pagination (e.g. Page 1 of 6) on the footer's left side.

5. In the table of specifications, use the following Bloom's Taxonomy Level:

Easy (30%) - Remembering and Understanding

Average (60%) - Applying and Analyzing

Difficult (100%) - Evaluating and Creating

6. Leading space shall be at 1.15



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