DIVISION MEMORANDUM

No._____161_____   s. 2025

APR 11 2025

PROVISION OF TECHNICAL ASSISTANCE AND MONITORING OF SPECIAL CURRICULAR PROGRAMS (SCP)

To: Chief Education Supervisors
       Education Program Supervisors
       Public Schools District Supervisors
       School Heads & Department Heads-SCP
       All Others Concerned

1. In line with the Schools Division Office of Bataan's commitment to ensuring quality implementation of Special Curricular Programs (SCPs), this Office shall conduct a Division-wide provision of technical assistance and monitoring of SCP-implementing schools from **April 24 - May 8, 2025**.

2. This initiative aims to evaluate the effectiveness of the following special programs:
   a) Special Science in Elementary Schools (SSES),
   b) Science, Technology, and Engineering(STE),
   c) Special Program in Arts (SPA),
   d) Special Program in Sports (SPS),
   e) Special Program in Journalism (SPJ),
   f) Special Program in Foreign Language (SPFL),
   g) Special Program in Technology and Livelihood Education (SPTLE),
   h) Madrasah Education Program,
   i) Alternative Learning System (ALS), and
   j) Indigenous Peoples Education (IPED).
   k) Special Needs Education (SNED)

3. The monitoring and technical assistance will focus on classroom instruction, curriculum implementation, learner engagement, and compliance with DepEd standards and policies. The monitoring team, composed of Education Program Supervisors (EPS) from different learning areas, shall also provide on-site coaching and guidance to SCP implementers.

4.The Schedule of Monitoring as follows:

Date	Districts Covered
April 24, 2025	Dinalupihan East
April 25, 2025	Dinalupihan West

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April 28, 2025	Hermosa & Orani
May 2, 2025	Samal & Abucay
May 5, 2025	Pilar & Orion
May 6, 2025	Limay
May 7, 2025	Bagac & Morong
May 8, 2025	Mariveles

4. The monitoring and TA activities of the Education Program Supervisors shall be charged to Sub-Allotment Release Order (SARO) **DEPED-ROIII-2024-12-4351**, subject to usual accounting and auditing rules and regulations.

5. Immediate dissemination of and strict compliance with this Memorandum is desired.

CAROLINA S. VIOLETA, EdD, CESO V
Schools Division Superintendent

FOR THE SCHOOLS DIVISION SUPERINTENDENT

ARMANDO C. CAPILI, EdD
Assistant Schools Division Superintendent

Encls.: as stated
Reference: None

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

MONITORING AND EVALUATION
SPECIAL PROGRAMS
TECHNICAL ASSISTANCE

G2
April 8, 2025

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Monitoring and Technical Assistance Tool for Special Curricular Programs (SCP)

Monitoring and Technical Assistance Tool is designed for Special Curricular Programs (SCPs) such as SSES, STE, SPA, SPS, SPFL, SPJ, SPED, ALS, IPED, Madrash. This tool integrates monitoring compliance and the provision of technical assistance in line with DepEd policies.

School Name: _____

School ID: _____

SCP Type: _____

Monitored by: _____

School Head: _____

District: _____

Date Monitored: _____

For Elementary Schools

Grade level	Male	Female	Total
1			
2			
3			
4			
5			
6			

For Junior High Schools

Grade level	Male	Female	Total	Number of Section
7				
8				
9				
10				

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A. Program Implementation

Indicators	Means of Verification (MOV)	Rating (1–Not Evident, 2– Developing, 3– Functional, 4– Fully Functional)	Findings / Observations	Technical Assistance Provided	Next Steps / Recommendations
1. SCP is implemented in accordance with existing DepEd Orders and Program Guidelines	Program authorization letter, Guidelines, Implementation plan				
2. School Head demonstrates leadership in managing SCP	Reports, memos, involvement in SCP activities				
3. Dedicated teachers are assigned with appropriate qualifications/training	Teacher profiles, Training certificates				
4. Class programs/schedules are aligned with SCP requirements	Class schedule, Teacher load				

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B. Curriculum and Instruction

Indicators	MOV	Rating	Findings / Observations	Technical Assistance Provided	Next Steps / Recommendations
1. Curriculum offerings follow prescribed SCP curriculum	Curriculum map, Instructional plans				
2. Teaching and learning materials are aligned and sufficient	Lesson guides, Modules, Equipment lists				
3. Teachers apply appropriate pedagogies for SCP (e.g., inquiry-based, project-based, performance-based)	COT tools, Lesson plans, LAC reports				
4. Differentiated instruction is evident in SCP classes	Learner outputs, Observations, IPCRF				

C. Learner Development and Outcomes

Indicators	MOV	Rating	Findings / Observations	Technical Assistance Provided	Next Steps / Recommendations
1. Learners are selected/enrolled based on defined criteria	Admission test results, Screening docs				
2. Learner performance is tracked and analyzed regularly	Grades, Assessment reports, Progress monitoring				
3. Learners participate in related co-curricular/competitions	Certificates, Portfolios, Photos				
4. SCP produces outstanding learners and achievements (regional, national, international)	Awards, Recognition lists				

D. Program Support and Resources

Indicators	MOV	Rating	Findings / Observations	Technical Assistance Provided	Next Steps / Recommendations
1. Budget allocation and utilization support SCP needs	MOOE, Financial reports, LFPs				
2. Adequate learning spaces and facilities are provided	Facility inventory, Photos				
3. Availability of SCP-specific equipment and supplies	Inventory logs, Utilization reports				
4. Partnerships are established to support SCPs (LGUs, HEIs, industries)	MOA, Project documentation				

E. Monitoring and Evaluation

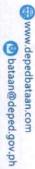| Indicators	MOV	Rating	Findings / Observations	Technical Assistance Provided	Next Steps / Recommendations
1. SCP implementation is regularly monitored by the school and division	M&E reports, Monitoring forms				
2. Feedback mechanisms for teachers and learners are in place	Survey results, Focus group discussions				
3. Program gaps are identified and addressed in SIP/AIP	SIP/AIP, Action plans				
4. SCP reports are submitted regularly and accurately	Accomplishment reports, Reports to EPS				

Summary of Findings and Recommendations

Overall Observations:

_____
_____
_____
_____
_____
_____

Strengths:

_____
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_____
_____

Areas Needing Improvement:

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_____

Agreed Interventions / TA Plan:

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_____

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_____

_____

Monitored by:

Name & Signature: _____

Date: _____

Conformed by (School Head):

Name & Signature: _____

Date: _____