These tables A&B are to be accomplished by the Division Focal Person

**Table A. Data on Trained and Untrained EPS, PSDS, SH and Teachers on ELLN/ DAP – ELLN from 2015 to present**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Personnel** |  |  **Data** | **Total trained** | **Total untrained** |
|  | Sex | Region | Division | District | School LAC |  |  |
| EPS | Male |  |  |  |  |  |  |
| Female |  |  |  |  |  |  |
| PSDS | Male |  |  |  |  |  |  |
| Female |  |  |  |  |  |  |
| School Head | Male |  |  |  |  |  |  |
| Female |  |  |  |  |  |  |
| Grade 1 | Male |  |  |  |  |  |  |
| Female |  |  |  |  |  |  |
| Grade 2 | Male |  |  |  |  |  |  |
| Female |  |  |  |  |  |  |
| Grade 3 | Male |  |  |  |  |  |  |
| Female |  |  |  |  |  |  |

**Table B. Data on Trained and Untrained EPS, PSDS, School Head, and Teachers on PRIMALS from 2017 to present**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Personnel** |  |  **Data** | **Total trained** | **Total untrained** |
|  | Sex | Region | Division | District | School LAC |  |  |
| EPS | Male |  |  |  |  |  |  |
| Female |  |  |  |  |  |  |
| PSDS | Male |  |  |  |  |  |  |
| Female |  |  |  |  |  |  |
| School Head | Male |  |  |  |  |  |  |
| Female |  |  |  |  |  |  |
| Grade 4 | Male |  |  |  |  |  |  |
| Female |  |  |  |  |  |  |
| Grade 5 | Male |  |  |  |  |  |  |
| Female |  |  |  |  |  |  |
| Grade 6 | Male |  |  |  |  |  |  |
| Female |  |  |  |  |  |  |

Write a brief report containing the following during your Division, District, Training and School LAC Session: (to be consolidated by the Division ELLN/PRIMALS Focal Person)

1. Training/LAC design followed
2. General comments and issues encountered
3. Strengths and areas for improvement after the training/LAC
4. Training/LAC Management
5. Recommendations

(This form is to be submitted on **August 31, 2018** (Thank you).

**LAC M&E Tools**

**SCHOOL LEARNING ACTION CELL MONITORING TOOL 1**

To the Supervising Personnel:

Please indicate your observation on the School LAC Implementation for K to 3 Early Literacy and Numeracy Program by accomplishing the questionnaire below:

|  |  |  |  |
| --- | --- | --- | --- |
| Name of School: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | District: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Division: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Date of Visit: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

**SCHOOL LAC MANAGEMENT (may be accomplished every after monitoring)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **ACTIVITIES** | **Yes** | **No** | **Comments** | **Suggestions** |
| 1. The school has developed a LAC Plan identifying the topics, schedule, facilitators, LAC groupings.
 |  |  |  |  |
| 1. The school has identified LAC leaders.
 |  |  |  |  |
| 1. The school has identified resources for the LAC implementation.
 |  |  |  |  |
| 1. The school has conducted an orientation for the LAC.
 |  |  |  |  |

**SCHOOL LEARNING ACTION CELL MONITORING TOOL 2**

To the Supervising Personnel:

Please indicate your observation on the School LAC Implementation for K to 3 Early Literacy and Numeracy Program by accomplishing the questionnaire below:

|  |  |  |  |
| --- | --- | --- | --- |
| Name of School: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | District: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Division: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Date of Visit: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

**LAC ACTIVITIES/ LAC PROPER**

|  |  |
| --- | --- |
| **Name of the LAC Leader** |  |
| Name of the LAC Facilitator |  |
| Name of the LAC Member |  |
| Name of the LAC Documenter |  |
| LAC Topic |  |

**THE LAC LEADER**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **ACTIVITIES** | **Yes** | **No** | **Comments** | **Suggestions** |
| **BEFORE THE SESSION** |
| Has secured resources for the LAC session |  |  |  |  |
| Has prepared the venue for the LAC session |  |  |  |  |
| **DURING THE SESSION** |
| Observes the LAC Session |  |  |  |  |
| Identifies the strengths and weaknesses of the session and the facilitator |  |  |  |  |
| **AFTER THE SESSION** |
| Conducts debriefing |  |  |  |  |
| Identifies plans for improvement for the next session |  |  |  |  |
| Gathers from the documenter the individual plans of the team members |  |  |  |  |
| Observes the implementation of the plan |  |  |  |  |
| Gathers evidences of implementation of the plan |  |  |  |  |
| Develop with members the next session plan |  |  |  |  |

**THE LAC FACILITATOR**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **ACTIVITIES** | **Yes** | **No** | **Comments** | **Suggestions** |
| **BEFORE THE SESSION** |
| Has prepared a session guide |  |  |  |  |
| Has announced the schedule and venue of the session |  |  |  |  |
| **DURING THE SESSION** |
| Exhibited skills in facilitating the session |  |  |  |  |
| Manage the members’ participation |  |  |  |  |
| Was able to successfully bring out agreements |  |  |  |  |
| Used the materials appropriately |  |  |  |  |
| **AFTER THE SESSION** |
| Discusses with the LAC Leader the result of the session |  |  |  |  |
| Identifies areas for improvement for the session |  |  |  |  |
| Develop plan for improvement of the session |  |  |  |  |

**THE LAC MEMBERS**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **ACTIVITIES** | **Yes** | **No** | **Comments** | **Suggestions** |
| **BEFORE THE SESSION** |
| Have obtained the information about the LAC session |  |  |  |  |
| Have prepared relevant materials for the LAC session, where applicable |  |  |  |  |
| **DURING THE SESSION** |
| Are all present in the session |  |  |  |  |
| Actively participated in the discussion |  |  |  |  |
| Observed norms of behavior |  |  |  |  |
| Developed plans for implementation |  |  |  |  |
| **AFTER THE SESSION** |
| Allows the LAC leaders and other members to observe the implementation of plan in the classroom |  |  |  |  |
| Submits to the LAC leader evidences of implementation |  |  |  |  |
| Shares with others in informal meetings practices |  |  |  |  |

**THE LAC DOCUMENTER**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **ACTIVITIES** | **Yes** | **No** | **Comments** | **Suggestions** |
| **BEFORE THE SESSION** |
| Prepared the materials necessary for documentation |  |  |  |  |
| Discusses with the facilitator and LAC leader the manner of documentation |  |  |  |  |
| **DURING THE SESSION** |
| Takes down the minutes of the meeting, as well as the agreements |  |  |  |  |
| Gathers all documents |  |  |  |  |
| **AFTER THE SESSION** |
| Arranges the documents |  |  |  |  |
| Finalizes the reports |  |  |  |  |
| Submits the report to the LAC Leader |  |  |  |  |

|  |  |
| --- | --- |
| Name and Signature of Supervising Personnel: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Name and Signature of LAC Leader/ School Head: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  |  |
| Submitted to: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Date: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

**SCHOOL LEARNING ACTION CELL MONITORING TOOL 3**

To the District/ Division LAC Coordinator

Accomplish the LAC Implementation Report below

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **School** | **Contact details (School phone, email address or mobile number)** | **SLAC Schedule/ Frequency (period of coverage, days, time)** | **School Head/ LAC Leader** | **LAC Facilitators** | **No. of LAC Groupings** |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

Prepared by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Position/Title

**LAC M&E Tools (PRIMALS)**

**SCHOOL LEARNING ACTION CELL MONITORING TOOL 1**

To the Supervising Personnel:

Please indicate your observation on the School LAC Implementation for Grades 4, 5 & 6 Pedagogical Retooling in Mathematics, Languages (English & Filipino), and Science (PRIMALS) by accomplishing the questionnaire below:

|  |  |  |  |
| --- | --- | --- | --- |
| Name of School: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | District: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Division: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Date of Visit: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

**SCHOOL LAC MANAGEMENT (may be accomplished every after monitoring)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **ACTIVITIES** | **Yes** | **No** | **Comments** | **Suggestions** |
| 1. The school has developed a LAC Plan identifying the topics, schedule, facilitators, LAC groupings.
 |  |  |  |  |
| 1. The school has identified LAC leaders.
 |  |  |  |  |
| 1. The school has identified resources for the LAC implementation.
 |  |  |  |  |
| 1. The school has conducted an orientation for the LAC.
 |  |  |  |  |

**SCHOOL LEARNING ACTION CELL MONITORING TOOL 2**

To the Supervising Personnel:

Please indicate your observation on the School LAC Implementation for Grades 4, 5, & 6 Pedagogical Retooling in Mathematics, Languages (English & Filipino) and Science (PRIMALS) by accomplishing the questionnaire below:

|  |  |  |  |
| --- | --- | --- | --- |
| Name of School: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | District: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Division: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Date of Visit: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

**LAC ACTIVITIES/ LAC PROPER**

|  |  |
| --- | --- |
| **Name of the LAC Leader** |  |
| Name of the LAC Facilitator |  |
| Name of the LAC Member |  |
| Name of the LAC Documenter |  |
| LAC Topic |  |

**THE LAC LEADER**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **ACTIVITIES** | **Yes** | **No** | **Comments** | **Suggestions** |
| **BEFORE THE SESSION** |
| Has secured resources for the LAC session |  |  |  |  |
| Has prepared the venue for the LAC session |  |  |  |  |
| **DURING THE SESSION** |
| Observes the LAC Session |  |  |  |  |
| Identifies the strengths and weaknesses of the session and the facilitator |  |  |  |  |
| **AFTER THE SESSION** |
| Conducts debriefing |  |  |  |  |
| Identifies plans for improvement for the next session |  |  |  |  |
| Gathers from the documenter the individual plans of the team members |  |  |  |  |
| Observes the implementation of the plan |  |  |  |  |
| Gathers evidences of implementation of the plan |  |  |  |  |
| Develop with members the next session plan |  |  |  |  |

**THE LAC FACILITATOR**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **ACTIVITIES** | **Yes** | **No** | **Comments** | **Suggestions** |
| **BEFORE THE SESSION** |
| Has prepared a session guide |  |  |  |  |
| Has announced the schedule and venue of the session |  |  |  |  |
| **DURING THE SESSION** |
| Exhibited skills in facilitating the session |  |  |  |  |
| Manage the members’ participation |  |  |  |  |
| Was able to successfully bring out agreements |  |  |  |  |
| Used the materials appropriately |  |  |  |  |
| **AFTER THE SESSION** |
| Discusses with the LAC Leader the result of the session |  |  |  |  |
| Identifies areas for improvement for the session |  |  |  |  |
| Develop plan for improvement of the session |  |  |  |  |

**THE LAC MEMBERS**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **ACTIVITIES** | **Yes** | **No** | **Comments** | **Suggestions** |
| **BEFORE THE SESSION** |
| Have obtained the information about the LAC session |  |  |  |  |
| Have prepared relevant materials for the LAC session, where applicable |  |  |  |  |
| **DURING THE SESSION** |
| Are all present in the session |  |  |  |  |
| Actively participated in the discussion |  |  |  |  |
| Observed norms of behavior |  |  |  |  |
| Developed plans for implementation |  |  |  |  |
| **AFTER THE SESSION** |
| Allows the LAC leaders and other members to observe the implementation of plan in the classroom |  |  |  |  |
| Submits to the LAC leader evidences of implementation |  |  |  |  |
| Shares with others in informal meetings practices |  |  |  |  |

**THE LAC DOCUMENTER**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **ACTIVITIES** | **Yes** | **No** | **Comments** | **Suggestions** |
| **BEFORE THE SESSION** |
| Prepared the materials necessary for documentation |  |  |  |  |
| Discusses with the facilitator and LAC leader the manner of documentation |  |  |  |  |
| **DURING THE SESSION** |
| Takes down the minutes of the meeting, as well as the agreements |  |  |  |  |
| Gathers all documents |  |  |  |  |
| **AFTER THE SESSION** |
| Arranges the documents |  |  |  |  |
| Finalizes the reports |  |  |  |  |
| Submits the report to the LAC Leader |  |  |  |  |

|  |  |
| --- | --- |
| Name and Signature of Supervising Personnel: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Name and Signature of LAC Leader/ School Head: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  |  |
| Submitted to: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Date: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

**SCHOOL LEARNING ACTION CELL MONITORING TOOL 3**

To the District/ Division LAC Coordinator

Accomplish the LAC Implementation Report below

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **School** | **Contact details (School phone, email address or mobile number)** | **SLAC Schedule/ Frequency (period of coverage, days, time)** | **School Head/ LAC Leader** | **LAC Facilitators** | **No. of LAC Groupings** |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

Prepared by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Position / Title