



Republic of the Philippines
Department of Education
REGION VII – CENTRAL VISAYAS
SCHOOLS DIVISION OF BOHOL

Office of the Schools Division Superintendent

January 13, 2023

DIVISION MEMORANDUM

No. 0018, s. 2023


To : Assistant Schools Division Superintendent
Chief, Functional Divisions
Public Schools District Supervisors
Public Secondary Principals
All others concerned

Re : Division SPFL Monitoring and Evaluation

Date : January 13, 2023

1. The SPFL Quarterly Monitoring and Evaluation is reflected in the attachment, Regional Memorandum MLA-2023-006.
2. The SPFL school coordinators are directed to access the templates for input of pertinent data thru <https://tinyurl.com/2023SPFLREPORT>.
3. Consolidation of data is on or before January 17, 2023. The SPFL school coordinators shall convene to present these SPFL report enclosures on February 3, 2023 through a face-to-face conference of which the details will be on a separate memo.
4. Immediate dissemination and compliance to this memorandum is desired.


BIANITO A. DAGATAN, EdD, CESO V

Schools Division Superintendent 

SDS/ASDS/CID/CMR/initials of the encoder



Address: 0050 Lino Chatto Drive Barangay Cogon, Tagbilaran City, Bohol
Tel Nos.: (038) 411-2544
Email Address: deped.bohol@deped.gov.ph





Republic of the Philippines
Department of Education
REGION VII – CENTRAL VISAYAS

Office of the Regional Director

MEMORANDUM

MLA-2023- 0006

TO : **Schools Division Superintendents of:**

Bogo City	Bohol	Cebu City	Cebu Province
Danao City	Dumaguete City	Lapu-lapu City	Mandaue City
Negros Oriental	Tagbilaran City	Toledo City	

FROM : **SALUSTIANO T. JIMENEZ EdD, JD, CESO V**
Director IV
Regional Director

SUBJECT : **2023 CALENDAR ACTIVITIES OF SPECIAL PROGRAM IN FOREIGN LANGUAGE (SPFL)**

DATE : January 3, 2023

This Office, through the Curriculum and Learning Management Division, circulates the 2023 Calendar of Activities of Special Program in Foreign Language (SPFL).

This circulation aims to:

- provide updates to 11 SDOs implementing SPFL the activities relative to the program;
- align the Regional and Division activities in implementing the program; and
- plan activities for SPFL; and
- set directions relevant to the deliverables and targets in implementing the program.

Division SPFL Coordinators are expected to prepare the following documents relevant in the implementation of the program:

- 2023 Calendar of Activities of Special Program of Foreign Language (SPFL) (Enclosure 1);
- Monitoring and Evaluation Tool of SPFL (Enclosure 2);
- Quarterly Program Implementation Review (Enclosure 3);
- 2023 Action Plan of Special Program in Foreign Language (SPFL) (Enclosure 4); and
- Report on Quarterly Assessment Result of SPFL (Enclosure 5).

Immediate dissemination of, and compliance with this Memorandum are directed.

ENCLOSURE 1

**2023 CALENDAR OF ACTIVITIES OF SPECIAL PROGRAM
IN FOREIGN LANGUAGE (SPFL)**

DATE	ACTIVITY	PERSON/S INVOLVE
January 18, 2023	Designing Curriculum Framework and Enabling Mechanism in the Implementation of SPFL	Regional and Division SPFL Coordinators
February 13 – 14, 2023	Virtual M & E on the implementation of SPFL Curriculum in the Divisions of Tagbilaran City and Bohol	Regional and Division SPFL Coordinators School Heads
March 2–3, 2023	Virtual M&E: Bogo City and Danao City	Regional and Division SPFL Coordinators School Heads
Mar 6 - 7 2023	Virtual Quarterly Conference of Division Coordinators in SPFL	Regional and Division SPFL Coordinators
Apr 3-5, 2023	Virtual/Onsite M & E on the implementation of SPFL Curriculum in the Divisions of Cebu Province, Cebu City, Lapu-lapu City, Mandaue City	Regional and Division SPFL Coordinators School Heads
May 3-4, 2023	Virtual/Onsite M & E on the implementation of SPFL Curriculum inf the Divisions of Dumaguete City and Negros Oriental	Regional and Division SPFL Coordinators School Heads
June 1, 2023	Virtual/Onsite M & E on the implementation of SPFL Curriculum inf the Division of Toledo City	Regional and Division SPFL Coordinator School Head
June 5 – 6, 2023	Virtual Quarterly Conference of Division Coordinators in SPFL	Regional and Division SPFL Coordinators
August 2-4, 2023	Workshop on the Development of Contextualized Learning Materials in Special Program in Foreign Language (SPFL)	Regional and Division SPFL Coordinators and Selected SPFL Teachers (by FL)
September 4-5, 2023	Virtual Quarterly Conference of Division Coordinators in SPFL	Regional and Division SPFL Coordinators
November 26, 2023	Virtual Quarterly Conference of Division Coordinators in SPFL	Regional and Division SPFL Coordinators

ENCLOSURE 2

**MONITORING AND EVALUATION TOOL FOR TECHNICAL ASSISTANCE AND BEST PRACTICES
ON THE IMPLEMENTATION OF SPECIAL PROGRAM IN FOREIGN LANGUAGE (SPFL)**

DIVISION : _____
DIVISION SPFL COORDINATOR: _____

Direction: Please respond to the tool by checking the appropriate blanks that correspond to your observation and available documentary evidences.

A. Planning

1. Is the SPFL included in the SIP/AIP?

_____ YES _____ NO

2. Is there a coordinator or core team organized to manage the program?

_____ YES _____ NO

B. Advocacy

Advocacy Conducted: _____ (Please Specify)

1. Was the Advocacy supported by the following?

a. Program Goals and Objective _____ YES _____ NO

b. School Authorities _____ YES _____ NO

c. Stakeholders _____ YES _____ NO

2. Were the advocacy materials aligned to the objectives of SPFL?

_____ YES _____ NO

3. What advocacy materials were available and were used for SPFL?

Please check whatever is available:

_____ streamer _____ flyers
_____ multimedia _____ airtime
_____ School Report Card _____ memoranda
_____ school bulletin board _____

Others, please specify,

4. Which of the strategies below were used in the advocacy of SPFL?

_____ Face to Face
_____ meetings, conferences
_____ house to house campaign
_____ radio program
_____ street campaign
_____ LAC Session

Others, please specify,

5. When was the advocacy conducted?

_____ before the program implementation
_____ during the program implementation

6. What documents supported the conduct of advocacy?

- _____ pictorial
- _____ attendance sheet
- _____ copies of materials presented
- _____ accomplishment report
- _____ pledged of commitment of stakeholders
- _____ list of resources generated
- _____ issuances on the conduct of advocacy
- _____ approve project proposal
- _____ summary of the pre and post evaluation report

C. Technical Assistance/Capability Building

1. Did the division provide TA/support to the school?

_____ YES _____ NO

2. How many times did the school head visit the SPFL classes?

What technical assistance were given?

3. Did the school conduct capability building to the SPFL Teachers?

_____ YES _____ NO

4. What capability building activity/ies was/were done by the school to ensure proper implementation of the SPFL?

Please specify

D. Curriculum

1. Did the teacher in SPFL prepare the following:

_____ daily lesson log (DLL) _____ instructional materials
_____ teachers' guide (TG)

2. Did the teacher develop diagnostic test and learners' assessment tool appropriate for SPFL learners?

_____ YES _____ NO

3. What did the teacher employ to develop the following skills:

a. artistic skills:

b. scientific skills:

c. critical thinking skills:

d. creative thinking skills:

e. problem solving skill:

f. decision making:

g. command of fundamental processes:

4. Did the teacher communicate the assessment results and discuss necessary actions to take?

_____ YES _____ NO

5. What strategies were used to communicate assessment result?

_____ meetings _____ consultations
 _____ fora _____ symposia
 _____ focus group sessions

Others, please specify:

E. Learning Environment

(Check the appropriate the appropriate column corresponds to your observation.)

AREAS TO BE OBSERVED	YES	NO	REMARKS
			If Yes, what are these? If No, what are the interventions?
1. Were the learning resources / instructional materials/ localized materials:			
a. available?			
b. utilized?			
c. adequate?			
2. Is there an SPFL classroom equipped with learning resources and facilities?			
4. Were the learners provided with varied and meaningful activities for interaction:			
a. cooperative?			
b. group-based?			
c. individualized self-directed learning?			
5. Did the SPFL teacher maximize the use of:			
a. ICT?			
b. oral skills improvement?			
6. Were the assessment tools:			
a. available?			
b. utilized?			

F Monitoring and Evaluation

1. Did the division conduct M & E to improve the implementation of the SPFL?

How often? _____ YES _____ NO

2. Did the division/school utilize the result of M & E to improve the implementation of the SPFL?

How? _____ YES _____ NO

3. Did the division/school maintain an updated, secure, accurate, and functional student tracking system (STS) of SPFL completers?

_____ YES _____ NO

G Meaningful Take-a-ways

What best practices in the school will you be doing in your division? Please specify.

H. SPFL DATA

Foreign Language Offered: _____

No. of Classes (SPFL): _____

No. of SPFL Teachers: _____

Enrolment of SPFL (per class): _____

M & E Personnel

Monitored by: _____

Position: _____

Division: _____

Date Submitted: _____

EFP/clmd

Enclosure 3

**QUARTERLY PROGRAM IMPLEMENTATION REVIEW
SPECIAL PROGRAM IN FOREIGN LANGUAGE (SPFL)**

Division: _____

School Division Superintendent: _____

Division SPFL Coordinator: _____

Cite the **PRIORITY** issues and concerns that the SDO has experienced on the implementation of SPFL. Indicate also interventions you have undertaken to address the challenges.

KRA	Issues/Concerns/ Challenges	Interventions/ Action/s Taken	Best Practices
Curriculum Implementation			
Learning Delivery			
Learning Resources			
Assessment of Learning Outcomes			

Prepared by:

Division SPFL Coordinator

Noted by:

Chief, CID

2023 ACTION PLAN
SPECIAL PROGRAM IN FOREIGN LANGUAGE
 Division _____

PROGRAMS/PROJECT	OBJECTIVE	ACTIVITY	TIME FRAME	RESOURCES			MODE OF VERIFICATION
				HUMAN	PHYSICAL	FINANCIAL	
		-					
		-					
		-					
		-					
		-					
		-					

Submitted by: _____
 SPFL Division Coordinator

Noted by: _____
 Chief, CID

Approved by:

SDS

ENCLOSURE 5

REPORT ON QUARTERLY ASSEMENT OF SPECIAL PROGRAM IN FOREIGN LANGUAGE (SPFL)

SCHOOL YEAR:

QUARTER:

DIVISION:

DIVISION COORDINATOR:

A. DATA:

GRADE	ENROLMENT			OUTSTANDING					VERY SATISFACTORY					SATISFACTORY					FAIR SATISFACTORY					DID NOT MEET EXPECTATION				
	M	F	T	M	%	F	%	T	%	M	%	F	%	T	%	M	%	F	%	T	%	M	%	F	%	T	%	
1																												
2																												
3																												
4																												
5																												
6																												
7																												
8																												
9																												
10																												
11																												
12																												

B. ANALYSIS AND INTERPRETATION:

C. INTERVENTION:

Prepared and submitted by:

Division SPFL Coordinator

Noted by:

Chief, CID