



Republic of the Philippines
Department of Education
REGION XI
SCHOOLS DIVISION OF DAVAO DE ORO



Office of the Schools Division Superintendent

November 6, 2024

DIVISION MEMORANDUM

No. 1077, s. 2024

MONITORING AND EVALUATION OF THE IMPLEMENTATION OF THE LEARNING RESOURCES MANAGEMENT AND DEVELOPMENT SYSTEM (LRMDS) IN SCHOOLS

**To: Public Schools District Supervisors
Districts Coordinating Principals
Elementary and Secondary School Principals
District Learning Resource Coordinators, designate
School Learning Resource Coordinators, designate**

1. In accordance with DepEd Order No. 76, s. 2011, which mandates the national adoption and implementation of the Learning Resources Management and Development System (LRMDS), the Curriculum Implementation Division (CID) will conduct monitoring of LRMDS implementation in all public elementary and secondary schools.
2. The activity aims to:
 - a. Identify the resource needs for learning, teaching, and professional development within schools;
 - b. Facilitate efficient resource allocation to enhance schools' instructional capabilities;
 - c. Provide technical assistance for establishing and managing School Libraries or Learning Resource Hubs, promoting improved access to a variety of educational materials.
3. All School Learning Resource Coordinators are required to prepare the Means of Verification (MOVs) for attachment to the enclosed monitoring tool.
4. School Learning Resource Coordinators are required to submit the duly signed monitoring tool to their District Learning Resource Coordinator by November 26, 2024. District LR Coordinators must verify that all schools in their districts have submitted their monitoring tools and that the data is complete before forwarding them to the Division Office on or before November 30, 2024.
5. Immediate and wide dissemination of this memorandum is desired.

By the authority of the
OIC- Schools Division Superintendent:

NORBERTO S. MANLANGIT, CE, MPA
Administrative Officer V
Officer-In-Charge

Monitoring and Evaluation Tool





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**DIVISION MONITORING AND EVALUATION TOOL
OF LEARNING RESOURCE MANAGEMENT**

PART I. SCHOOL PROFILE

Directions: Fill in the required data.

Name of School: _____ **School ID:** _____

School Address: _____ **District:** _____

Level:

- Elementary
 Purely JHS
 JHS w/ SHS
 SHS -Stand Alone
 Integrated School

Size:

- Small (1 to 9 Teachers)
 Medium (10-29 Teachers)
 Big (30 or more Teachers)

PART II. LR COMPONENTS

Directions: Please check the appropriate column. Add remarks if there are any.

| I. Participation and Utilization of the LR Portal | | | | |
|---|--|--------------------|----|---------|
| a. Number of Teachers | _____ | | | |
| b. Number of Registered Teachers in the LR Portal | _____ | | | |
| | Percentage of Participation: _____ (b/a x 100) | | | |
| c. Number of Teachers utilized and downloaded LRs | _____ | | | |
| | Percentage of Utilization: _____ (c/b x 100) | | | |
| II. Development/Redevelopment/Modification/Contextualization of LRs | | | | |
| Indicators | RESPONSE | | | |
| | YES | Evidence Presented | NO | REMARKS |
| a. Needs Analysis is conducted prior to development/redevelopment/modification/contextualization of learning resources. | | | | |
| b. Teachers are oriented on the LR technical specifications and the QA Tools to be used. | | | | |
| c. Time is allotted for the development/redevelopment/modification/contextualization of learning resources. | | | | |





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|--|-----------------|--------------------|----|---------|
| d. The following references are used in the development/redevelopment/modification/ contextualization of learning resources. | | | | |
| 1. Curriculum Guide | | | | |
| 2. Social Content Guidelines | | | | |
| 3. Others | | | | |
| e. Funds are allocated for development/redevelopment/modification/ contextualization of learning resources. | | | | |
| f. Teacher-developed/redeveloped/modified/ contextualized LRs are revised after evaluation/review | | | | |
| III. Quality Assurance | | | | |
| Indicators | RESPONSE | | | |
| | YES | Evidence Presented | NO | REMARKS |
| a. Developed/redeveloped/modified/ contextualized LRs are quality-assured/evaluated prior to utilization. | | | | |
| b. An evaluator/reviewer is assigned to evaluate teacher-developed/redeveloped/modified/ contextualized LRs in school and division level. | | | | |
| c. The assigned evaluator/reviewer is trained to evaluate/quality-assure learning resources developed/redeveloped/modified/ contextualized by teachers. | | | | |
| d. Standard evaluation tools are used to evaluate/quality assure teacher developed/redeveloped/modified/ contextualized LRs | | | | |
| IV. Production, Delivery, Storage, and Maintenance | | | | |
| Indicators | RESPONSE | | | |
| | YES | Evidence Presented | NO | REMARKS |
| a. Developed/redeveloped/modified/ contextualized LRs are reproduced for the use of the learners. | | | | |
| b. Funds are allocated for the reproduction of the developed/redeveloped/modified/ contextualized LRs. | | | | |
| c. Have equipment in printing the developed/redeveloped/modified/ contextualized LRs (e.g. computers and printers). | | | | |





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|---|-----------------|--------------------|----|---------|
| d. Have equipment in reproducing the developed/redeveloped/modified/contextualized LRs (e.g. photocopying machine, risograph, mimeograph) | | | | |
| e. The Division Office reproduces and distributes the developed/redeveloped/modified/contextualized LRs to schools. | | | | |
| f. The quality assured LRs in the Division level are submitted for publishing in the LR Portal. | | | | |
| g. The school compiles, collects, and keeps all the developed/redeveloped/modified/contextualized LRs in the school. | | | | |
| h. The school has a designated area where the developed/redeveloped/modified/contextualized LRs are stored/displayed. | | | | |
| V. Utilization and Access | | | | |
| Indicators | RESPONSE | | | |
| | YES | Evidence Presented | NO | REMARKS |
| a. The learners use the teacher developed/redeveloped/modified/contextualized LRs. | | | | |
| b. The effectiveness of the utilization of teacher developed/redeveloped/modified/contextualized LRs is assessed. | | | | |
| c. Other teachers utilize teacher-developed/redeveloped/modified/contextualized LRs by their co-teachers. | | | | |
| VI. Nontext-based Learning Resources | | | | |
| Indicators | RESPONSE | | | |
| | YES | Evidence Presented | NO | REMARKS |
| a. The school receives nontext-based LRs. | | | | |
| b. Teachers utilize the nontext-based LRs. | | | | |
| c. The effectiveness of the utilization of nontext-based LRs is assessed. | | | | |
| d. There is a centralized storage/area where nontext-based LRs are stored/displayed. | | | | |
| 1. Science laboratory for Science materials and equipment. | | | | |
| 2. Learning Resource Center for other nontext-based LRs (e.g. Math, TVL Tools) | | | | |
| 3. Other laboratories/rooms for specialized equipment | | | | |





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| e. There is assigned teacher/school personnel in the monitoring or borrowing and returning of nontext-based LRs. | | | | |
|--|--|--|--|--|

VII. School Library

| Indicators | RESPONSE | | | |
|---|----------|--------------------|----|---------|
| | YES | Evidence Presented | NO | REMARKS |
| a. A separate space/area is designated for the school library. | | | | |
| b. It is appropriately labelled and can be easily identified as a school library. | | | | |
| c. It is accessible to the learners. | | | | |
| d. It has a space that can accommodate at least 10% of the school's population. | | | | |
| e. It operates from 7:30am to 5:00pm. | | | | |
| f. It has a bulletin board to promote its services. | | | | |
| g. Its services are communicated to the customers/users. | | | | |
| h. The library collections are properly arranged in shelves and are labelled with call numbers. | | | | |
| i. The library collections are catalogued/classified based on the Dewey Decimal Classification (DDC). | | | | |
| j. It has a variety of titles in its library collection (e.g. general references, fictional materials, learning area references, audio/video collection, periodicals, etc.) | | | | |
| k. The library collections are updated. | | | | |
| l. It allows the borrowing of books for home use. | | | | |
| m. It has computer set/s with internet access and are utilized by the learners and teachers. | | | | |
| n. There is a full-time librarian in the school library. | | | | |
| o. A teacher is designated as in-charge of the school library. | | | | |
| p. The librarian/teacher in-charge of the school library is knowledgeable in the processes of library operations. | | | | |
| q. The Division provides training/technical assistance for the librarian/teacher in-charge. | | | | |





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| VIII. School Learning Resource Center | | | | |
|---|-----------------|--------------------|----|---------|
| Indicators | RESPONSE | | | |
| | YES | Evidence Presented | NO | REMARKS |
| a. There is a room exclusively used as LRC. <i>*If it is not exclusively for the LRC, for what other purposes is the shared space and facility used?</i> | | | | |
| b. There is a School Learning Resource Coordinator in-charge of the SLRC. | | | | |
| c. There is a School LR Team or Committee. | | | | |
| d. The teachers are oriented on the LR activities and processes. | | | | |
| e. There is a Visitor Monitoring/Logbook. | | | | |
| f. There is a computer that serves as LR Portal. | | | | |
| g. There is a reliable internet connection. | | | | |
| h. There is a printer. | | | | |
| i. There is an established schedule for users. | | | | |
| IX. Support and Continuous Improvement | | | | |
| Activities | RESPONSE | | | |
| | YES | Evidence Presented | NO | REMARKS |
| a. LR Plan and School Library are integrated in the School Improvement Plan. | | | | |
| b. The Division/School has inventory of the learning resources (text and nontext-based) received. | | | | |
| c. The Division/School has accomplished the LR Situation Report. | | | | |
| d. The Division has the registry of its LR Key Players | | | | |
| 1. School LR Coordinators | | | | |
| 2. School Librarians/Library In-charge | | | | |
| 3. Writers | | | | |
| 4. Learning Resource Evaluators | | | | |
| 5. Illustrators | | | | |
| 6. Other LR Key Players | | | | |
| e. The Division LRM Section orients the Division Personnel and the School about Learning Resource Management. | | | | |





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|--|--|--|--|--|
| f. The Division conducts capability building for Learning Resource Management. | | | | |
| g. The Division LRM Section has the data of the registered Division Personnel in the LR Portal. <i>*a. Number of Division Personnel</i> _____ <i>*b. Number of Registered Members</i> _____ Percentage: _____ (b/a x 100) | | | | |

Other LR Activities conducted:

Suggestions/Recommendations:

Prepared by:

Signature Over Printed Name
School LR Coordinator

Checked by:

Signature Over Printed Name
District LR Coordinator

Attested by:

Signature Over Printed Name
School Principal

Noted by:

Signature Over Printed Name
PSDS/DCP

