



Republic of the Philippines
Department of Education
SOCCSKSARGEN REGION
SCHOOLS DIVISION OF SARANGANI

05 Feb 2025

DIVISION MEMORANDUM

CID-2025-058

TRACKING OF LEARNERS' READING PROGRESS

To: Assistant Schools Division Superintendent
Public Schools District Supervisors Concerned
Public Elementary School Heads Concerned

1. With the results of ELLN, NAT, CRLA and PHIL-IRI, the Curriculum Implementation Division will be conducting series of activities in tracking the Grade 3 and 6 Learners' Reading Progress.

2. All School Heads, District Heads and Education Program Supervisors are directed to conduct the actual reading session with Grade 3 and 6 learners and provide technical assistance to teachers in improving reading skills before the conduct of Post Reading Assessments on the last Quarter of this School Year. Thus, all are directed to be guided with the following details and schedules:

Activities	Objective	Target Date	Focus Grade Level	Responsible Persons	Mechanism	MOV (Means of Verification)
Tracking of Learners' Reading Progress (School Level)	To assess and monitor the reading progress of all learners in Grade 3 and 6 at the school level .	1 st to 2 nd week of February , 2025	Grade 3 & Grade 6 (All Learners in All Schools)	School Heads, MT and Reading Coordinator	Conduct school-based reading assessments using the TRACKING TOOL , analyze results, and document progress. Submit to District for validation.	PHIL-IRI Forms per Learner and Progress Reports (Per class), Summary of Findings, Tracking Forms
District Monitoring and Validation of Learners' Reading Skills	To validate school-level reading assessments and ensure accuracy in tracking learners' progress.	3 rd -4 th week of February , 2025	Grade 3 & Grade 6 (All Learners in All Schools)	District Reading Coordinator, District Supervisors, Selected School Heads	Conduct district-wide validation using the TRACKING TOOL , review school reports, and verify assessment accuracy. Submit for cross validation.	Consolidated Validation Reports per School



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Cross Validation of Reading Tracking Results	To cross-check and verify reading assessment data using a random sampling approach.	1 st – 3 rd week of March, 2025	Grade 3 & Grade 6 (80% of Learners from Selected Schools)	District Monitoring Team, Education Program supervisors, Selected School Heads	Select random schools and learners for validation, compare results with previous tracking reports.	Cross-Validation Reports, Learner Sample Data, Assessment Analysis
Division Monitoring and Tracking of Learners' Progress	To provide a division-wide assessment and evaluation of learners' reading progress with the school heads and district heads	February – April, 2025	Grade 3 & Grade 6 (Selected Schools Based on Validation)	Division Reading Coordinators, Division Supervisors, Monitoring Team	Conduct monitoring visits, gather and analyze division-wide data, provide recommendations for Recognition and Need Intensive Technical Assistance before submission of Post-Test Results	Division Summary Report, Monitoring Findings, Documentation of Best Practices and Recommendation of Best Performing Schools

3. For cross validation, the following are the district assignments. Meanwhile, in each district Education Program Supervisors/Program holders were also assigned for monitoring of the said series of Activities:

District	District Validators	EPS/Program Holders Monitor
Malungon 1	Malungon 4	Analiza A. Domingo
Malungon 2	Malungon 3	
Malungon 3	Malungon 2	John Jerson P. Constantino
Malungon 4	Malungon 1	
Alabel 1	Alabel 4	Reynaldo Tagala
Alabel 2	Alabel 3	
Alabel 3	Alabel 2	Judith Alba
Alabel 4	Alabel 1	
Malapatan 1	Malapatan 3	Aurelio Cagang
Malapatan 2	Malapatan 2	
Malapatan 3	Malapatan 1	Mario Donio
Glan 1	Glan 1	
Glan 2	Glan 2	Melchor Maguan
Glan 3	Glan 4	
Glan 4	Glan 3	Edmund Gulam
Maasim 1	Maasim 2	



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SCHOOLS DIVISION OF SARANGANI

Maasim 2	Maasim 3	Maylene Grigana
Maasim 3	Maasim 1	
Kiamba 1	Kiamba 2	Edward Ryan Gulam Aletha Alindo
Kiamba 2	Kiamba 3	
Kiamba 3	Kiamba 1	
Maitum 1	Maitum 2	Marlou De Arce
Maitum 2	Maitum 1	

4. Aside from tracking of Learners' Reading Progress, all District Heads and EPS are also tasked to monitor different concerns related to Curriculum Implementation. They may conduct non-rated classroom observation for instructional supervision purposes.

5. All district heads are directed to create the members of the following team:

District Monitoring and Validators	District Cross Validators
<ul style="list-style-type: none">- Composed of 5 School Heads or Assistant School Heads with the District Head as the lead of the team- The team shall assign consolidator to consolidate the reading assessment and validation results and a secretariat to prepare the necessary tools and forms for the said activity	<ul style="list-style-type: none">- Composed of 5 School Heads or Assistant School Heads with the District Head as the lead of the team (<i>different composition from the district validators</i>)- The team shall assign consolidator to consolidate the reading assessment and validation results and a secretariat to prepare the necessary tools and forms for the said activity

6. District Heads together with the assigned team shall submit the consolidated and documented reports to the CID Chief for analysis and recommendations.

7. Tools and reports shall be treated with confidentiality. Thus, it will be provided during the orientation.

8. For clarifications and discussions, all District Heads and assigned teams per District are enjoined to attend the virtual orientation on February 6, 2025, from 1:00 pm onwards. The link will be provided to the official group chat of CID.

9. Expenses relative to the conduct of the said activity shall be charged against local funds, subject to the usual accounting and auditing rules and regulations.

10. For inquiries, contact John Jerson P. Constantino at 09285059602.



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11. For the information and guidance of all concerned.


RUTH L. ESTACIO PhD, CESO V
Schools Division Superintendent

Encl.: N o n e

Reference: N o n e

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

LEARNERS
READING EDUCATION

JJPC/CID-IMS/MLA – tracking of learners’ reading progress
0138/05 February 2025