



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

22 Aug 2025

**DIVISION MEMORANDUM**

CID-2025-249

SUBMISSION OF MONITORING REPORT AND SITE VISIT FOR SCHOOL-BASED  
TUTORIAL READING TECHHUB

To: Assistant Schools Division Superintendent  
Public Schools District Supervisors  
Schoolheads

1. In line with the **donated materials from The Church of Jesus Christ of Latter-day Saints Charities** for the School-Based Tutorial Reading TechHub, the following schools are hereby directed to **submit their Monitoring Report on or before August 25, 2025** and to prepare for the scheduled **site visit on August 28, 2025**:

- a. Malungon CESSC
- b. Malandag CESSC
- c. Alabel Central ISSC
- d. Datu Abdulla Tondog IS
- e. Lun Padidu CES
- f. Jose AH Young IS
- g. Glan Central ISSC
- h. Nicomedes Tolentino ES
- i. Kablacan IS
- j. Malbang ES
- k. Domnar Copada IPS
- l. Platon Esperanza Taguding ES
- m. JBT Caing IS
- n. Malalag CES
- o. Rudes ES
- p. Kayupo ES
- q. Malapatan CES
- r. Dakok Tamulon IS
- s. Tuyan IS
- t. Tonga Lim Siao IS
- u. Kawayan IS
- v. Tablao ES

2. The **School Head** together with the **designated Reading Coordinator** shall be responsible for ensuring that the report submitted is **complete, valid, and reliable**.

3. Enclosed is the **report template** for your reference. Kindly submit the **electronic copy (e-copy)** of the report through the link:  
<https://bit.ly/SBTHubMEal>.



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4. For inquiries, contact John Jerson P. Constantino, EPS at 09285059602.
5. Immediate dissemination of this Memorandum is desired.

**RUTH L. ESTACIO PhD, CESO V**  
Schools Division Superintendent

Encl.: N o n e

Reference: As stated

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

**REPORTS**

JJPC/CID/MLA – submission of monitoring report and site visit for school-based tutorial reading techhub  
0783/August 22, 2025



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**MEAL Scorecard Questions**

**Program Implementation**

1. What were the types and amount of assistance that was supposed to be delivered?
2. What assistance was *actually* delivered?
3. How did the assistance meet the needs of the intended individuals?
4. (If applicable) Did the assistance arrive in time to be highly beneficial?
5. (If applicable) Are the good that were delivered still functioning and in use by the end of the project?
6. (If applicable) Were the services or trainings were implemented?

**Project Coordination and Communication**

1. How was the project carried out in coordination with the local community, government, or other partners?
2. How did the individuals or communities benefiting from the assistance contribute to the project?
3. What efforts were made through communication/media or other means to recognize the Church's humanitarian efforts and foster meaningful relationships?

**Project Sustainability**

1. What (if any) goods or services supported by the Church are expected to be maintained by the community in the future?
2. Describe who feels a sense of ownership for the project and will work to ensure the benefits continue.
3. Describe locally available tools, technologies, and materials that will be used to sustain the goods or services.



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4. What local organizations or individuals have the skills to maintain project goods or services?
5. Describe the plan (if any) in place to ensure the sustainability of the project.

**Project Financials**

1. What are the total expenditures for this project thus far?
2. List the total project expenditures for each of the following categories to date:
  - a. Goods
  - b. Services
  - c. Monitoring and Evaluation
  - d. Admin/In-country support
  - e. Other (describe)
3. What changes (if any) were there to the original budget during the project?

**Lessons Learned**

1. Describe major lessons learned throughout the project that would be incorporated into future projects.
2. Provide any compelling stories or narratives that support the impact of the project on communities and beneficiaries.