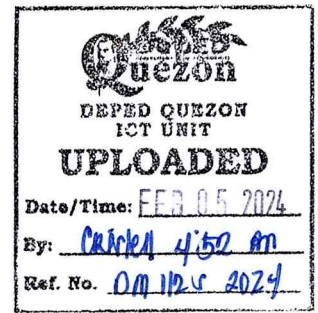




Republic of the Philippines
Department of Education
Region IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE



01 February 2024

DIVISION MEMORANDUM
DM No. 112, s. 2024

**REITERATION ON THE IMPLEMENTATION OF CATCH-UP FRIDAYS
AND SCHEDULE OF REGIONAL MONITORING**

To: Assistant Schools Division Superintendents
Public Schools District Supervisors
Select Elementary School Heads
All Other Concerned

1. Pursuant to DepEd Memorandum No. 001, s. 2024, Implementation of Catch-Up Friday, this Office, through Curriculum Implementation Division-Instructional Management Section (CID-IMS) reiterates its compliance to the implementation of Catch-Up Fridays in schools through various related activities that will enhance learners' academic performance, particularly the low proficiency levels in reading and numeracy.
2. Anent to this, the Quality Assurance Division (QAD) and Curriculum Learning Management Division (CLMD) Education Program Supervisors will conduct onsite monitoring in all Schools Division Offices for four (4) consecutive Fridays starting January 26, 2024 to February 23, 2024. Regional Monitoring Personnel will monitor the assigned schools Division Offices within inclusive dates of monitoring. Attached are the **Regional Memorandum No. 23, s. 2024** also known as Implementation of Catch-Up Fridays for Regional Monitoring Tool and **Regional Memorandum No. 51, s. 2024** for the Schedule of Regional Monitoring Officials for your perusal.
3. Likewise, all elementary and secondary schools shall ensure that the activities are properly implemented to address learning gaps and to fully achieve its goals. On scheduled dates and onwards, schools are expected to be at their best in the implementation of the program.

DEPEDQUEZON-TM-SDS-04-009-003



Address: Sitio Fori, Brgy. Talipan, Pagbilao, Quezon
Trunkline #: (042) 784-0366, (042) 784-0164,
(042) 784-0391, (042) 784-0321



Republic of the Philippines
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- All districts and schools through the Public Schools District Supervisors and School Heads are expected that Class Programs are reconfigured following the set targets of the Catch-Up Fridays and suggested activities in reading and other activities are properly implemented for intervention and enhancement.
- Themes and sub-themes, as per Enclosure No. 3 to DepEd Memorandum No. 001, s. 2024 assigned in each quarter are expected to be reflected in the daily lesson plan as integrated in the learning competencies of the learning areas every Catch-Up Fridays. Also, implementation of School Learning Action Cells (SLAC) for Technical Assistance Provision to teachers must be intensified.
- Furthermore, online submission of District Consolidated Catch Up Fridays Reports for the month of January 2024 must be uploaded on February 8, 2024 and District Quarterly Consolidated Catch-Up Fridays Reports must be uploaded to <http://tinyurl.com/SDOQuezonCatchUpReports> three (3) days after the last Friday of every Quarter. Please be guided of the schedule of submission stated in the table below.

QUARTER	COVERAGE	SCHEDULE OF SUBMISSION TO SDO-QUEZON
1 st Quarter	January-March 2024	April 3, 2024
2 nd Quarter	April-June 2024	July 3, 2024
3 rd Quarter	July-September 2024	October 2, 2024
4 th Quarter	October-December 2024	January 4, 2025

- Immediate dissemination of this Memorandum is desired.

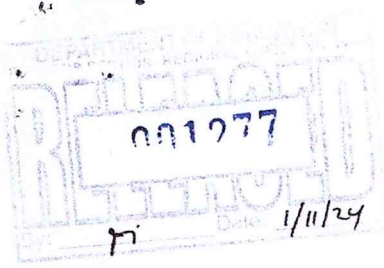

ROMMEL C. BAUTISTA, CESO V
Schools Division Superintendent

cid-ims/mdsg/02/01/2024

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Republic of the Philippines
Department of Education
REGION IV-A CALABARZON



CLMD-RM-2024-23

11 January 2024

Regional Memorandum

No.23 s.2024

IMPLEMENTATION OF CATCH-UP FRIDAYS

To **Schools Division Superintendents**

1. In reference to DM 001 s. 2024 **Implementation of Catch-Up Fridays**, this Office, through the Curriculum and Learning Management Division (CLMD), ensures implementation of various related activities. A Regional virtual kick-off program will be held on **January 12, 2024 at 8:00 in the morning** via MS Teams. SDOs are encouraged to do the same.
2. This initiative aims to enhance learners' academic performance, particularly the low proficiency levels in reading based on national and international large-scale assessments. These assessment results necessitate prompt attention to address learning gaps and strengthen the reading proficiency of every learner.
3. As per DM-CT-2024-007 on the **National Online Orientation on the Implementation of Catch-up Fridays**, the CLMD and the CID Chiefs together with the Education Program Supervisors from the Regional and Schools Division Offices in all learning areas shall attend the said activity on **January 15, 2024 at 8:00 in the morning** through this link: <https://bit/CatchUpFridays.Luzon>.
4. *Enclosure 1* presents the monitoring tool that will be used to ensure compliance to this effort.
5. Quarterly report, signed by the SDS, shall be submitted via email at clmd.calabarzon@deped.gov.ph with subject line "Quarterly Report on Catch-up Fridays-SDO" a week after the end of every quarter.
6. Expenses related to this activity shall be charged against local funds, subject to the usual accounting and auditing rules and regulations.
7. For clarification and further inquiries, you may contact the Curriculum and Learning Management Division at (02) 8681-2114 local 420.






Address: Gate 2, Karangalan Village, Cainta, Rizal
Telephone No.: 02-8682-2114
Email Address: region4a@deped.gov.ph
Website: depedcalabarzon.ph



Certificate No. PHP QMS
22 93 0085

8. Immediate compliance and widest dissemination of this Memorandum is desired.


ATTY. ALBERTO T. ESCOBARTE, CESO II
 Regional Director 

02/ROC1



Republic of the Philippines
Department of Education
 REGION IV-A CALABARZON



CLMD-RM-2024-23

Enclosure 1

**REGIONAL OFFICE MONITORING TOOL ON THE
 IMPLEMENTATION OF CATCH-UP FRIDAYS**

SDO: _____

Date: _____

Component	Indicators	Suggested MOVs	Observed	Not Observed	Remarks
I. Supervisory Areas	1. All Fridays of January 2024 are dedicated to the "Drop Everything and Read" (DEAR) activity and orientation for field officials.	Sample Class Program			
	2. All Fridays throughout the school year are designated as Catch-up Fridays, with focus on operationalizing the National Reading Program (NRP) during the first half of the day's schedule and on fostering Values, Health, and Peace Education for the second half. Additionally, the Homeroom Guidance Program (HGP) shall also be included in the Catch-up Fridays.				



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	3. Proper time allocation for each learning area on Fridays to enhance learners' knowledge and skills in and appreciation of reading, values, health, and peace education.				
	4. Teachers engaged in collaborative expertise sessions through Learning Action Cells (LAC) and other professional development activities to share effective practices and prepare materials together for the effective implementation of Catch-up Fridays.	SDO/ School consolidated LAC Report			
	5. School Heads supervised the implementation of Catch-up Fridays.	Contextualized Monitoring Tool/ School Consolidated Report			
	6. The CID collaborated and supported the implementation of Catch-up Fridays.	Documentation Report			
II. Reading Intervention	1. Teachers implemented suggested activities for reading intervention (Pre-reading, During reading, Post-reading activities).	Sample DLL			
	2. Teachers contextualized suggested activities for reading intervention.				
III. Routine for Reading Enhancement	1. Teachers implemented suggested routine for reading enhancement.	Sample DLL			

	2. Teachers contextualized suggested routine for reading enhancement.				
	3. Teachers facilitated pleasure reading.				
IV. Themes and sub themes	1. Values, Health, and Peace Education revolved around monthly themes/subthemes based on the basic education curricular framework and standards.	Sample DLL			
	2. Teachers narrowed down or devised additional subthemes, aligned to the quarterly themes.				
	3. Topics were aligned to the monthly themes/subthemes.				
	4. Issues were aligned to the themes and topics.				
	5. Teachers integrated learning areas.				
V. Learning Resources	1. Availability of learning resources to support implementation of Catch Up Fridays	Sample LR			
	2. Availability of activities that are appropriate to learners' key stage.				
VI. Feedback Mechanism	1. Utilized data from learners reflection.	Documentation Report			
	2. Conducted classroom quarterly culminating activity. <i>(Optional)</i>				
	3. Ensured that students journals and records (attendance, reflection and others) are kept.				

VII. Stakeholders Participations and Involvement	Schools forged and strengthened stakeholder engagement to gather support and ensure the sustainability of Catch-up Fridays.	Documentation Report			
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Comments and Suggestions

Prepared:

Name of Monitoring Official: _____

Position: _____

Date: _____

Conformed:

Name of SDO Personnel: _____

Position: _____

Date: _____



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON



22 January 2024

Regional Memorandum
No.51 s.2024

**SCHEDULE OF MONITORING AND LIST OF REGIONAL
MONITORING PERSONNEL FOR THE IMPLEMENTATION
OF CATH-UP FRIDAYS**

To **Schools Division Superintendents**
Regional Functional Division Chiefs

1. Pursuant to DepEd Memorandum No. 001, s. 2024, **Implementation of Catch-Up Fridays**, the Quality Assurance Division (QAD) and Curriculum Learning Management Division (CLMD) Education Program Supervisors will conduct onsite monitoring in all Schools Division Offices (SDOs) for **four (4) consecutive Fridays** starting **January 26, 2024 to February 23, 2024**.
2. The objective of this monitoring is to ensure that the activity shall be properly implemented based on the suggested activities in reading to address learning gaps and strengthen the reading proficiency of every learner.
3. The Regional Monitoring Personnel are required to monitor the assigned Schools Division Offices within inclusive dates of monitoring. Attached is the list of Regional Monitoring Officials during the conduct of the monitoring. (See Annex 1)
4. The Monitoring Personnel, Schools Division Offices and schools are expected to comply with **R.A. 6713, the Code of Conduct and Ethical Standards for Public Officials and Employees**, especially Section 7d. *“Public Officials and employees shall not solicit or accept, directly or indirectly, any gift, gratuity, favor, entertainment, loan, or anything of monetary value from any person in the course of their official duties or in connection with any operation being regulated by, or any transaction which may be affected by the functions of their office.”* And, Section 2.2.a of DepEd Order No. 49, s. 2022 states that *“Treat and approach DepEd colleagues, employees, learners and stakeholders with the highest degree of professionalism, skill and excellence.”*



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5. Travel and other related expenses of the Regional Office personnel relative to the conduct of this activity will be charged against regional funds while that of the Schools Division Office will be charged against their local funds subject to the usual accounting and auditing rules and regulations.
6. For clarifications, please contact Buenalyn M. Manuel and Diane Catherine T. Antonio, through this trunkline number (02) 8862-5773 local 450 (QAD) and local 420 (CLMD).
7. Immediate and wide dissemination of this Memorandum is enjoined.



ATTY. ALBERTO T. ESCOBARTE, CESO II
Regional Director

ROQ3

Annex 1 – List of Regional Monitoring Official

No.	Assigned RO Monitoring Officials	Assigned Schools Division Offices	Date of Monitoring
1	Viernalyn M. Nama	Antipolo City	February 16, 2024
2	Luz E. Osmena	Rizal Province	February 16, 2024
3	Diane Catherine T. Antonio	San Pedro City Sta. Rosa City	January 26, 2024
4	Eugene Rey F. Santos	Lucena City Tayabas City	January 26, 2024
5	Elaine T. Balaogan	Cabuyao City	February 16, 2024
6	Virgilio O. Guevarra, Jr.	Gen. Trias City Cavite City	February 16, 2024
7	Margaret P. Musa	Dasmaringas City Imus City	February 16, 2024
8	Emelia P. Crescini	Quezon Province San Pablo City	February 16, 2024
9	Lowiesito O. Erni	Batangas City Lipa City	January 26, 2024
11	Paul Gence L. Ocampo	Batangas Province	February 16, 2024
12	Normita M. Datinggaling	Tanauan City Sto.Tomas City	January 26, 2024
13	Buenalyn M. Manuel	Calamba City	February 16, 2024
14	Elena L. Lopez	Bacoor City	February 16, 2024
15	Emelia M. Aytona	Biñan City Cavite Province	February 16, 2024 February 23, 2024
16	Loida G. Tomelden	Laguna Province	February 16, 2024

ROQ3