



DepEd – DIVISION OF QUEZON

Sitio Fori, Brgy. Talipan, Pagbilao, Quezon
Trunkline # (042) 784-0366, (042) 784-0164, (042) 784-0391, (042) 784-0321
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Registration Number:
QAC/R63/0216

July 14, 2020

DIVISION MEMORANDUM DM No. 177, s. 2020

IMPLEMENTATION OF LEARNING CONTINUITY PLAN (LCP) DRY RUN

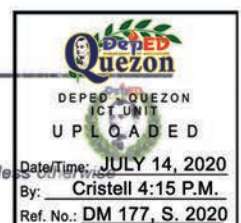
To: **Assistant Schools Division Superintendents, CID and SGOD Chiefs, Public Schools District Supervisors, Elementary and Secondary School Heads**

1. In response to the declaration of public health emergency and upon recommendation of experts and competent authorities, the Department of Education (DepEd), in its commitment to ensure education continuity amidst the challenges, issued DepEd Order 7, s. 2020, School Calendar and Activities for School Year 2020-2021. This Order pushes back the formal opening of classes from the usual first Monday of June to August 24, 2020.
2. To adapt with the uniqueness of SY 2020-2021, schools were advised to craft their Learning Continuity Plan (LCP) which should align to the Basic Education Learning Continuity Plan (BE-LCP) of the central office, and to the respective LCPs of the regional and schools division offices.
3. To continuously improve the plan and find solutions to issues that may arise, DepEd Region IV-A initiated a dry run on the operationalization of school LCP.
4. The Schools Division Office of Quezon responded to this initiative and identified **22** schools to participate in the dry run (see Enclosure 1). The dry run, which shall commence on **July 15, 2020**, considered all possibilities that may occur when the formal opening of classes starts.
5. To guide concerned SDO personnel and school heads of participating schools, an implementation matrix of the dry run was developed (see Enclosure 2). It is emphasized that activities on July 15 – 17, 2020 are preliminary activities in preparation for the actual delivery of lessons which shall begin on July 20, 2020. Accomplishment report to be submitted after the dry run shall cover all activities from July 15, 2020 onwards (see enclosure 3).
6. The distribution of learning packets for the elementary schools will start on July 17, 2020 at the Division Library Hub. School heads are advised to call the LRMDC before proceeding to the distribution. The copies of learning packets for the junior high schools can be accessed at deped.in/quezonlrjhsdr and for the senior high schools at deped.in/quezonlrshsdr. For other concerns about the learning packets and the distribution, please contact DepEd Quezon LRMDC at (042) 784-0321 local 175 or email at sdo.quezon.lrmcd@deped.gov.ph.

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Email address: quezon@deped.gov.ph
Comments: **Txt HELEN – 09178902327 (Smart/Sun/TalknTxt) 2327 (Globe and TM)**

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7. For proper documentation and monitoring, school heads are requested to submit on or before **July 15, 2020** an action plan on the execution of this activity. Enclosure 4 of this Memorandum provides the template for this purpose.
8. Immediate dissemination of and strict compliance to this Memorandum is desired.


CATHERINE P. TALAVERA, CESO V
Schools Division Superintendent 

asdsqac07/14/2020





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Enclosure 1

LCP DRY RUN PILOT SCHOOLS

LEVEL		NAME OF SCHOOL	SCHOOL HEAD	CATEGORY
Key Stage 1	KINDER	San Antonio Central School	Cecilia Ricafort	Urban
	GRADE 1			
	GRADE 2			
	GRADE 3			
Key Stage 1	KINDER	Dayap ES	Marlon Arevalo	Rural
	GRADE 1			
	GRADE 2			
	(GRADE			
Key Stage 2	GRADE 4	Mabato ES	Cerene Camilon	Urban
	GRADE 5			
	GRADE 6			
Key Stage 2	GRADE 4	Lalaguna ES- Lopez East District	Grace U. Salvatus	Rural
	GRADE 5			
	GRADE 6			
JHS	GRADE 7	Quezon NHS SPJ & STE Sariaya East District	Feliza B. Quevada	Urban
	GRADE 8			
	GRADE 9			
	GRADE 10			
JHS	GRADE 7	Camflora NHS Main San Andres District	Teodocio Lakian	Rural
	GRADE 8			
	GRADE 9			
	GRADE 10			
JHS	GRADE 7	Alabat Island NHS Alabat District	Gregorio I. Racelis	Rural
	GRADE 8			
	GRADE 9			
	GRADE 10			
JHS	GRADE 7	Mapulot NHS Tagkawayan II District	Rodel Magyaya	Rural
	GRADE 8			
	GRADE 9			
	GRADE 10			
SHS GRADES 11 and 12	Academic Track	Sto Domingo NHS Calauag West District	Elpidio Javier	Rural
JHS	Grade 7	Lutucan Integrated NHS	Jessie V. Vasquez	Rural
	Grade 8			
	Grade 9			
	Grade 10			
SHS GRADES 11 and 12	Academic Track	Sariaya West District		

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SHS GRADES 11 and 12	Academic Track	Atimonan NCHS Atimonan 1 District	Joseph C. Hinanay	Urban
SHS GRADES 11 and 12	Academic Track	Lopez NCHS Lopez West District	Siony A. Gabotero	Urban
TVL Tailoring		Godofredo M. Tan Memorial School of Arts and Trades (GMTMSAT) San Narciso I District	Susan B. Luna	Rural
TVL Bread and Pastry Production		Bondoc Peninsula Agriculture High School (BPAHS) Mulanay I District	Estelo R. Magalang	Rural
TVL Cookery		Lamon Bay School of Fisheries Gumaca East District	Gloria M. Licas	Rural
TVL Electrical Installation and Maintenance (EIM)		Manuel S. Enverga Memorial School of Arts and Trades (MSEMSAT) Mauban North District	Lawrence C. Consul	Rural
ALS		Macalelon District	Eutiquo Empleo	Rural
SPED and Kindergarten		PEL 1 - Lucban District	Sofia A. Malayo	Urban
SPED		Sariaya East Central School	Ronald V. Garcia	Urban
SHS Grades 11 and 12	SPORTS TRACK MADRASAH	Gumaca National High School	Calixto S. Blazo	Urban
SPA Grades 7-10		Gumaca West District	Rene Portades	Urban
IPED		Infanta NHS	Rosie C. Porte	Rural
		Sablang ES, Gen. Nakar		

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Enclosure 2

Implementation Matrix of LCP Dry Run

Activity	Strategy	Indicative Timeline	Person Responsible	Expected Output
Class Organization	Organize class base on discussed parameters	July 15 – 17, 2020	School Head	LCP Action Plan
Teacher Deployment	Identify teacher requirement based on organized class and other guidelines		School Head	LCP Action Plan
Reproduction and Distribution of LMs	Identify LM requirement per grade level and per location to maximize use of resources		CID-LRMS School Heads Teachers	Delivered LMs
Actual Teaching Delivery	Execute lesson base on the best fit modality	July 20 – 24, 2020	Teachers Learners	Executed lessons Learner's output Accomplished modules, AS, etc.
Instructional Supervision	Conduct of instructional supervisions (mentoring and coaching) and TA in lesson execution		CID (EPS, PSDS) School Heads	Supervisory Report
Monitoring and Evaluation	Check compliance to set standards and adherence to plan, and provide TA for possible adjustment		DFTA Teams	M&E Report
Gathering Insights	Consolidate lessons learned and insights gained during the dry run	July 27 – 28, 2020	PSDS School Heads	Accomplishment report (per school)
Preparation of Report	Craft accomplishment report highlighting the recommendations based on experiences		PSDS School Heads	
Sharing of Experiences	Conduct of online conference to share experiences from the dry run	July 29, 2020	School Heads	
Finalization of SDO Dry Run Report	Craft accomplishment report summarizing all the experiences, findings, and recommendations of those involved in the dry run	July 30, 2020	OSDS CID SGOD	Accomplishment report (SDO)

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Enclosure 3

Suggested format of Accomplishment Report. You can add section(s) when necessary. It is highly recommended to provide data in your discussions.

Accomplishment Report

Executive Summary

- I. Introduction

- II. Key Findings/Experiences
 - a. On Class Organization and Teacher Deployment
 - b. On Reproduction and Distribution of LMs
 - c. On Actual Delivery of Lesson
 - d. On Instructional Supervision
 - e. On Retrieval of LMs
 - f. On Assessment and Feedback Giving

- III. Recommendations

- IV. Ways Forward

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Enclosure 4

School Action Plan for LCP Dry Run

Activity	Strategy	Person Responsible	Resources Needed	Expected Output
Sample <i>Class Organization</i>	<i>For Kindergarten with 65 registered learners, 4 classes were organized For Grade 1 with ... etc.</i>	<i>School Head</i>		<i>Class Program</i>
<i>Teacher Deployment</i>	<i>Teacher AAA and Teacher BBB will teach KinderA and KinderB, respectively Teacher XXX ... etc.</i>	<i>School Head</i>		<i>SF 7</i>

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