



Republic of the Philippines
Department of Education
Region I

DEPED REGIONAL OFFICE I

RELEASED

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Office of the Regional Director

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REGIONAL MEMORANDUM
No. 785, s. 2020

**UTILIZATION OF HOMEROOM GUIDANCE MODULES, OBSERVATION FORMS,
AND PROGRAM MONITORING TOOLS FOR KINDERGARTEN, ELEMENTARY,
JUNIOR, SENIOR HIGH SCHOOLS FOR SCHOOL YEAR 2020-2021**

To: Schools Division Superintendents

1. In consonance with DM-CI-2020-00155 s. 2020 entitled "Policy Guidelines on the Implementation of Homeroom Guidance during Crisis Situation for S.Y. 2020-2021" and DepEd Advisory (BCD-CSDO-0-2020-2069), this Office, through the Curriculum and Learning Management Division (CLMD) hereby requires the field to utilize the Homeroom Guidance Modules, Observation Forms, and Program Monitoring Tools for Kindergarten, Elementary, Junior, Senior, High Schools this School Year 2020-2021.
2. The Homeroom Guidance (HG) Modules which can be downloaded from the DepEd Portal shall be used from first to fourth quarter.
3. The Edukasyon sa Pagpapakatao (EsP) Supervisor, in coordination with the Designate Guidance and Counseling Focal Person of the Education Support Services Division (ESSD), shall act as the program manager in the region and shall coordinate with Schools Division program manager to ensure that the HG is implemented in accordance with existing policy. The program manager shall lead the monitoring in the Regional Level focusing on the entire implementation of HG Program. An annual report on the conduct of HG shall be submitted to the Bureau of Curriculum Development (BCD) every second week of April starting 2021.
4. Moreover, Division EsP Supervisors shall coordinate with the Designate Guidance and Counseling Focal Persons of School Governance and Operations Division (SGOD) and shall serve as the division program manager of the HG and coordinates with the school Guidance Counselor/Guidance Designate. Division Coordinators are expected to monitor the conduct of HG program in the Division level using the HG Monitoring Tool (Annex 2). A quarterly Monitoring Report shall be submitted to the Regional Supervisor and Designated Guidance and Counseling Focal Person.
5. The Homeroom Guidance Observation Tools (Annex 3) shall be utilized by the School Guidance Counselor/Guidance Designate/Guidance Advocate/who is then required to get the summary data per class of the accomplished observation tools.

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Page 1 of 2




6. The HG Observation Tool found in Annex 1 for school level and Annex 2 for SDO level shall be used by school heads and Division Supervisor as they take the lead in the monitoring and evaluation of the program in coordination with the Guidance Counselor/Guidance Designate/Guidance Advocate.

7. The School Head shall also furnish the Division Office with the analysis of the school consolidated results which shall serve as basis for proper intervention to ascertain that the K to 12 learners are equipped with the expected life skills and ensure their personal/social, academic, and career development even during crisis situation.

8. The Division Consolidated Monitoring Results shall be submitted to the Regional Edukasyon sa Pagpapakatao Supervisor through email address clmd.region1@deped.gov.ph copy furnish maryanngrace.dulay@deped.gov.ph on or before last Friday of the last month of every quarter.

9. For information and compliance.


TOLENTINO G. AQUINO
Director III
OIC, Office of the Regional Director

Encl.: as stated

Reference: DM-CI-2020-00155 and DepEd Advisory (BCD-CSDO-0-2020-2069)

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

CRISIS SITUATION
GUIDANCE
HOMEROOM
POLICY

CLMD/magd/MEMNumCLMD
December 10, 2020

