

**Republic of the Philippines**

Department of Education

**National Capital Region**

**Division of City Schools - Valenzuela**

**LUIS FRANCISCO ELEMENTARY SCHOOL**

23 St. Peter Avenue Luis Francisco Subd. Veinte Reales, Valenzuela City

**BRIGADA PAGBASA**

**OPLAN BASA, PROJECT SAGIP**

**QATAME**

**(Quality Assurance Technical Assistance Monitoring and Evaluation)**

**I. INTRODUCTION**

The QATAME team headed by their coordinator Elaine D. Rostro conducted an evaluation meeting for the program Brigada Pagbasa: Oplan Basa, Project Sagip last August 4, 2022, 11am at WES coverded court. The participants were the personnel involved in implementing the project mainly the program coordinator Glorydel F. Delacruz and the teachers from grades one to three that are teaching in the program and a master teacher.

**II. EVALUATION PROPER**

**DURING PROGRAM**

Qatame member Darwin C. Rostro was assigned to evaluate the program.

The following items on the agenda were discussed:

1. **Observation on the opening of the program**
2. **Registration**

The registration for parents/guardians attendance started at 7:55 in the morning. The following were observed during registration

* no teachers were assigned to facilitate after registration
* lack of social distancing at the registration area
* no label for each grade level at the registration area
* improper attire of guardian
* no sanitation area

1. **Orientation**

The program orientation started at 8:26 in the morning. Due to lack of time the registration was cut off. These are the things that needs improvement during the orientation

- the parents/guardians were standing around the court and has no idea where to sit

- the sound system mic was fading

1. **Program/Teaching Proper**

The learners were accompanied by each assigned teachers per grade level to their respective rooms

* the assigned classrooms were improperly cleaned

dusty chairs, no sanitation area, unclean trash bins.

1. **Suggested solutions**

**POST CONFERENCE**

Overall the program was good and there were no negative feedbacks from learners’ parents/guardians. Here are the suggested solutions for future programs.

* Registration area shall be put near the gate entrance indicating which grade level they are accommodating.
* Give announcements for parents/guardians’ proper attire during a school program. Improper clothing shall be restricted by the guard to enter.
* Instruct the school maintenance to clean the rooms to be used ahead of time.

**III. ADJOURNMENT**

There were no other matters discussed. For the closing remarks, Brigada Pagbasa Coordinator Glorydel Delacruz give thanks to for the participation of each grade level teachers in the program.

**IV. ATTATCHMENT**

**Qatame Evaluation**

**POST CONFERENCE**

**PERSONNEL INVOLVE**

ELAINE D ROSTRO **QATAME Coordinator**

DARWIN C ROSTRO **Qatame Member**

GLORYDEL F DELACRUZ **BRIGADA PAGBASA Coordinator**

MELLY R BILLONES **Filipino Subject Coordinator**

**Grade 1 teachers**

DONNA G CAŇO

SARAH JANE A LUTERIA

EDRALIN C RESURECCION

LUZZVIMINDA B ZAPANTA

DOLORES V. TOLENTINO

**Grade 2 teach**ers

EILEEN S RACELIS

SHEILA F VILLANUEVA

ANALYN G RICARDE

CLARENCE Q GONZALES

**Grade 3 teachers**

MARICEL S SINDAYEN

MELANIE C MALLARI

Prepared by:

ELAINE D ROSTRO

QATAME Coordinator

Noted by:

JOMEL R RAMIREZ

Master teacher

Approved by:

REMEDIOS L SANTOS

School Head/Officer-in-charge