



Republic of the Philippines
Department of Education
REGION XI
SCHOOLS DIVISION OF DAVAO DEL NORTE

Office of the Schools Division Superintendent

DIVISION MEMORANDUM
CID- 2023 - 853

To: DR. EDUARD C. AMOGUIS – Curriculum Implementation Division
LOURDES A. NAVARRO- Education Program Supervisor
PUBLIC SCHOOL DISTRICT SUPERVISORS

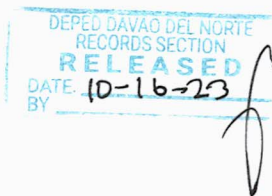
Subject: **Assignment of 22 Alternative Delivery Mode (ADM) Itinerant Teachers to
11 Districts**

Date: October 16, 2023

1. This memorandum aims to inform and provide guidelines for the assignment of 22 Alternative Delivery Mode (ADM) Itinerant Teachers to 11 districts within the Division of Davao del Norte. These teachers will be instrumental in the implementation of Alternative Delivery Modes (ADM) for Learners at Risk in Dropping Out (LARDOs) from October 16, 2023 to February 15, 2024 with honorarium sourced from the Special Education Fund (SEF)- Province of Davao del Norte amounting to Six Thousand Pesos (P 6,000.00) every month for each teacher.
2. The assignment of ADM Itinerant Teachers is based on the report of the schools on their Drop-Out Rate in School Year 2022-2023 through the Google Drive provided by this Office and is a proactive measure to address the zero drop-out rate in our schools. The duties and functions of these teachers are crucial in achieving this objective, and they will work closely with School Heads, Class Advisers, Subject Teachers, and the community to ensure the success of the program.
3. The ADM Itinerant Teachers are expected to perform the following duties and functions:
 - Conduct Home Visitation to LARDOs: ADM Itinerant Teachers will regularly visit the homes of Learners at Risk In Dropping Out to understand their individual circumstances, address their specific needs, and encourage them to continue their education;
 - Implement Alternative Delivery Modes (ADM): They will effectively implement ADM tailored to the needs of LARDOs, ensuring that education reaches those who are at risk of dropping out;
 - Collaborate with School Heads, Class Advisers, and Subject Teachers: ADM Itinerant Teachers will work closely with school leadership, class advisers, and subject teachers to create a conducive learning environment for LARDOs and provide support in their educational journey;
 - Assist Learners at Risk in Dropping Out to Mainstream: The teachers will guide LARDOs in transitioning back to regular classes, ensuring a smooth reintegration into mainstream education; and

- Assist the School in Advocacy Campaign: ADM Itinerant Teachers will actively participate in advocacy campaigns to promote the effectiveness of ADM, involving parents, community members, and stakeholders.
4. The School Heads are assigned specific roles in the implementation of ADM through ADM Itinerant Teachers. Their responsibilities include:
 - spearheading a Functional DORP-ADM School Council: The School Heads will lead the formation of a functional DORP-ADM School Council that includes Class Advisers, Guidance Counselors, Parents, Community Representatives, Learners, and Subject Teachers. This council will work together to ensure the success of the program;
 - orienting All Personnel in School: School Heads are responsible for conducting orientation sessions for all school personnel to familiarize them with the ADM program and its guidelines;
 - issuing Formal Authority to Itinerant Teachers: The School Heads will formally authorize ADM Itinerant Teachers to conduct home visitations, collaborate with class advisers of LARDOs, and implement the program according to the established guidelines; and
 - submitting Monthly Report: School Heads will collect from ADM Itinerant Teachers to submit monthly reports of their accomplishments related to the ADM program, ensuring transparency and accountability.
 5. The success of the ADM program and the reduction of drop-out rates in our schools rely heavily on the collaborative efforts of ADM Itinerant Teachers and School Heads. The Province of Davao del Norte is committed to providing quality education and ensuring that no child is left behind.
 6. For any questions or clarifications, please contact EPS Lourdes A. Navarro , Division ADM Focal Person.
 7. Immediate dissemination of this Memorandum is earnestly desired.

REYNALDO B. MELLORIDA, CESO V
Schools Division Superintendent



For the Schools Division Superintendent:


REBECCA C. SAGOT, CESO VI
 Assistant Schools Division Superintendent

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ASSIGNMENT OF 22 ADM- ITINERANT TEACHERS TO 11 DISTRICTS

Name of Itinerant Teachers	Districts	School Assignment	Schedules
1. Dumadaog, Jennelyn V.	Asuncion	1. Asuncion NHS	Monday and Tuesday
		2. Sonlon NHS	Wednesday
		3. Sagayen NHS	Thursday and Friday
2. Tesoro, Jean L.	Asuncion	1. Cambanogoy CES	Monday
		2. Cabaywa ES	Tuesday
		3. Concepcion ES	Wednesday
		4. Sagayen ES	Thursday and Friday
3. Donasco, Jaypee O.	BE Dujali	1. Dujali CES	Monday and Tuesday
		2. Cabay-angan ES	Wednesday
		3. Tanglaw ES	Thursday
		4. Magupising ES	Friday
4. Tarroza, Reshyl M.	BE Dujali	1. Dujali NHS	Monday and Tuesday
		2. Tanglaw NHS	Wednesday
		3. Antonio Fruto NHS	Thursday and Friday
5. Peligro, Joey Boy L.	Carmen	1. Alejal NHS	Monday
		2. Tubod NHS	Tuesday
		3. Carmen CES	Wednesday
		4. Carmen NHS	Thursday
		4. Alejal ES	Friday
6. Pastor, Rosemarie G.	Carmen	1. Sto Nino ES	Monday
		2. Guadalupe ES	Tuesday
		3. Magsaysay ES	Wednesday
		4. Tubod ES	Thursday
		5. Mangalcal ES	Friday
7. Rosales, Rheena F.	Kapalong East	1. Kapalong NHS	Monday, Tuesday and Friday
		2. Mabantao NHS	Wednesday
		3. Ramon Segundo NHS	Thursday
8. Cayabyab, Cate Mary Joy C.	Kapalong East	1. Suaon ES	Monday and Tuesday
		2. Marcos Estoque ES	Wednesday
		3. Pandulian ES	Thursday
		4. Sambajon ES	Friday
9. Melindo, Michelle P.	Kapalong West	1. Gabuyan CES	Thursday & Friday
		2. SEMong ES	Monday
		3. Luna ES	Tuesday
		4. Katipunan ES	Wednesday
10. Benares, Reaciel Theresa M.	Kapalong West	1. Dona Carmen NHS	Monday & Tuesday
		2. Luna NHS	Wednesday & Thursday
		3. Semong NHS	Friday
11. Estroliso, Annie Klien A.	Langilan	1. Taongatok ES	Tuesday & Wednesday
		2. Dibabawon 1 ES	Thursday, Friday, Monday (ALS Office)
12. Rojo, Armando M.	Langilan	1. Benigno Martir NH	Tuesday & Wednesday
		2. Upper Tagasan	Thursday & Friday, Monday (ALS Office)

13.Zonio, Jesa T.	New Corella	1.Limbaan ES	Monday & Tuesday
		2.Suawon E	Wednesday
		3.Sto. Nino ES	Thursday
		4. Limbaan ES	Friday
		1.Limbaan NHS	Monday & Tuesday
14.Manera, Joy L.	New Corella	2. Cabidanan ES	Wednesday
		3. Del Pilar ES	Thursday
		4. New Corella NHS	Friday
15.Villaruz, Ethyl A.	San Isidro	1.Sawata NHS	Monday & Tuesday
		2. Datu Balong NHS	Wednesday & Thursday
		3. Igangon IS	Friday
16.Fernandez, Daisy Jane L.	San Isidro	1.Ernandcor CES	Monday & Tuesday
		2.Sabangan ES	Wednesday
		3. San Miguel ES	Thursday
		4. Linao ES	Friday
17.Ramos, Candel C.	Sto Tomas East	1.Kinamayan IS	Monday & Tuesday
		2.La Libertad NHS	Wednesday
		3.Kimamon NHS	Thursday
		4. Salvacion NHS	Friday
18. Cero, Mary Grace O.	Sto. Tomas East	1.Nafco CES	Monday
		2.Kimamon ES	Tuesday
		3.Kasig-ang ES	Wednesday
		4.Lunga-og ES	Thursday
19. Emeterio, Ruth O.	Sto. Tomas West	1.Bobongon ES	Monday
		2.Marsman NHS	Wednesday
		3. Sto.Tomas NHS	Tuesday & Thursday
		4. Marsman ES	Friday
20.Usman Calayag, Nihal V.	Sto Tomas West	1.Sto Tomas NHS	Monday & Tuesday
		2.Sto Tomas CES	Wednesday
		3. San Isidro ES	Thursday
		4. New Katipunan ES	Friday
21.Lacsento , Jessa B.	Talaingod	1.Sto Nino NHS	Monday & Tuesday
		2.Datu Jose Ilibayao Memorial NHS	Wednesday
		3. Lumabag IS	Thursday & Friday
22. Bernardo , Mary Grace O.	Talaingod	1.ALS Office	Monday
		2. Lomondong ES	Tuesday
		3.Lomondong ES-Bolo	Wednesday to Friday