

Republic of the Philippines
Department of Education
Region VII, Central Visayas
DIVISION OF CEBU PROVINCE
Sudlon, Lahug, Cebu City



November 21, 2013

DIVISION MEMORANDUM


No. 716, s. 2013

**SUPPORT FOR THE CONDUCT OF CLASSROOM OBSERVATIONS
AS PART OF THE BASELINE DATA GATHERING
ACTIVITY OF BASA PILIPINAS**

To: OIC, Assistant Superintendents
Division Supervisors/ Coordinators
District Supervisors/ OICs
Elementary and Secondary School Heads

1. Attached is a cover letter from **Mr. Marcial A. Salvatierra, Chief of Party of BASA Pilipinas**, dated November 19, 2013 regarding the conduct of classroom observations using standards-based classroom observation tool to measure teacher instructional practices in reading instruction.
2. **Basa Pilipinas** is a USAID-supported program helping DepEd improve the reading skills of early grade children (Grades 1-3). In order to measure the program's outcome and effectiveness, Basa Pilipinas has a comprehensive Monitoring and Evaluation plan that includes a comparison of baseline and endline data that will track students' performance as well as change in teachers' classroom practices over time.
3. In August 2013, Basa Pilipinas administered the Early Grade Reading Assessment (EGRA) in Filipino to grade 2 students from randomly selected elementary schools in our division. As a follow-on to that baseline data gathering activity, the Program will re-visit the same schools to conduct classroom observations.
4. For this round of baseline data gathering, Basa Pilipinas will be using a standards-based classroom observation tool to observe teaching practices in reading instruction in the early grade classrooms and to track changes and progress in teaching practices vis-a-vis Basa's interventions.

5. The classroom observation tool measures teacher instructional practices that are characteristic of, and common to, globally recognized standards and reform-based teaching methods. The tool comprises statements related to teacher classroom behaviors that are rated on a criterion-based scale. It measures a teacher's skill level in such areas as classroom management, collaborative learning and fostering an active, student-centered learning environment. It was developed by the Education Development Center (Basa implementing organization) and used successfully to inform project programming to strengthen teaching in Egypt and Mindanao, Philippines.
6. This follow-on baseline data gathering activity will be conducted for teachers selected in the twenty (20) schools who originally were selected during the EGRA baseline data gathering in August 2013. Thus, not all schools in the division will be visited by the Basa Pilipinas data gathering teams. Trained observers from private teaching institutions and Basa Pilipinas will conduct the observations.
7. In order to avoid undue anxiety that may be generated, kindly emphasize to the concerned administrators that the main and only purpose of these data gathering activities is to track the progress of Basa Pilipinas interventions for **research purposes and for improving Basa Pilipinas future interventions**, and not to assess the individual performance of any selected school, school head or teacher. Thus, the results have no bearing on the performance and career (i.e. promotion) opportunities of any individual school principal/head or teacher. **Please disseminate this important message to your school heads and teachers in order to avoid any undue concerns or anxiety on their part.**
8. I have authorized the Basa Pilipinas observation team to conduct this follow-on baseline data gathering from November 25 to December 12, 2013 and to coordinate directly with the school heads of the selected schools. Please see attached proposed schedule for your guidance.
9. Thus all District Supervisors and School Principals/Heads of the selected schools are enjoined to provide full support and cooperation to the Basa Pilipinas data gathering team for the effective conduct of these important activities.
10. For the information, guidance and compliance of all concerned.


ARDEN D. MONISIT, Ed. D.
Schools Division Superintendent

Draft Memo

Memorandum

TO: Assistant Superintendents

Division and District Supervisors

Concerned Elementary School Principals and School Heads

All other officials concerned

SUBJECT: Support for the Conduct of Classroom Observations as Part of the Baseline Data Gathering Activity of Basa Pilipinas

Date: November 19, 2013

1. *Basa Pilipinas* is a USAID –supported program helping DepED improve the reading skills of early grade children (Grades 1–3). In order to measure the program’s outcome and effectiveness, Basa Pilipinas has a comprehensive Monitoring and Evaluation plan that includes a comparison of baseline and endline data that will track students’ performance as well as change in teachers’ classroom practices over time.
2. In August 2013, Basa Pilipinas administered the Early Grade Reading Assessment (EGRA) in Filipino to grade 2 students from randomly selected elementary schools in our division. As a follow-on to that baseline data gathering activity, the Program will re-visit the same schools to conduct classroom observations.
3. For this round of baseline data gathering, Basa Pilipinas will be using a standards-based classroom observation tool to observe teaching practices in reading instruction in the early grade classrooms and to track changes and progress in teaching practices vis-a-vis Basa’s interventions.
4. The classroom observation tool measures teacher instructional practices that are characteristic of, and common to, globally recognized standards and reform-based teaching methods. The tool comprises statements related to teacher classroom behaviors that are rated on a criterion-based scale. It measures a teacher’s skill level in such areas as classroom management, collaborative learning and fostering an active, student-centered learning environment. It was developed by the Education Development Center (Basa implementing organization) and used successfully to inform project programming to strengthen teaching in Egypt and Mindanao, Philippines.
5. This follow-on baseline data gathering activity will be conducted for teachers selected in the twenty (20) schools who originally were selected during the EGRA baseline data gathering in August 2013. Thus, not all schools in the division will be visited by the Basa Pilipinas data gathering teams. Trained observers from private teaching institutions and Basa Pilipinas will conduct the observations.



November 19, 2013

Dr. Arden Monisit
DepED Division Superintendent
Cebu Schools Division
Cebu City

Dear Dr. Arden,

I hope all is well with you. First, let me thank you and your staff for your continued support to Basa especially for the National Reading Month. The Materials Development Workshop and Contest held last November 15 and 16 was well-attended and the teachers had a great time despite the recent calamities.

Last August 2013, Basa Pilipinas administered the Early Grade Reading Assessment in Filipino to grade 2 students from randomly selected elementary schools in your division. As a follow-on to that baseline data gathering activity, Basa Pilipinas will re-visit the same schools to conduct classroom observations of the teachers whose students were selected during the EGRA baseline data gathering activity.

Basa Pilipinas will be using a standards-based classroom observation tool to observe teaching practices in reading instruction in the early grade classrooms in order to track changes and progress in teaching practices vis-a-vis Basa's interventions.


The standards-based classroom observation tool measures teacher instructional practices that are characteristic of, and common to, globally recognized standards and reform-based teaching methods. It was developed by the Education Development Center and used successfully to inform project programming to strengthen teaching in Egypt and Mindanao, Philippines.


The period of assessment will last from November 25—December 12 at the concerned school sites.

In this regard, we would like to request your support through the issuance of memorandum order (draft attached) to your districts.

Thank you so much for your usual support. Best regards.

Sincerely,


Marcial A. Salvatierra
Chief of Party
Basa Pilipinas Program

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6. In order to avoid undue anxiety that may be generated, kindly emphasize to the concerned administrators that the main and only purpose of these data gathering activities is to track the progress of Basa Pilipinas interventions for **research purposes and for improving Basa Pilipinas future interventions**, and not to assess the individual performance of any selected school, school head or teacher. Thus, the results have no bearing on the performance and career (i.e. promotion) opportunities of any individual school principal/head or teacher. **All data will remain confidential. Please disseminate this important message to your school heads and teachers in order to avoid any undue concerns or anxiety on their part.**
 7. I have authorized the Basa Pilipinas observation team to conduct this follow-on baseline data gathering from November 25 to December 12, 2013 and to coordinate directly with the school heads of the selected schools. Please see attached proposed schedule for your guidance.
 8. Thus all District Supervisors and School Principals/ Heads of the selected schools are enjoined to provide full support and cooperation to the Basa Pilipinas data gathering team for the effective conduct of these important activities.

For the information and guidance of all concerned.

Signed: _____
Schools Division Superintendent