



Republic of the Philippines
Department of Education
Region XII
Division of Sarangani
Alabel



Division Memorandum
No. 39, s.2014

To: District Heads/Principal-in-Charge
School Heads
Both Public Elementary and Secondary Schools

From: 
ISAGANIS DELA CRUZ, CESO V
Schools Division Superintendent

Subject: **Submission of Elementary and High School Dropouts, SY 2013-1024**

Date: January 27, 2014

1. Research has shown that poor academic achievement is one of the strongest predictors of elementary and high school dropouts.
2. To continuously deliver the effectiveness and efficiency of the services to the publics, the Department of Education – Division of Sarangani strengthens the implementation of the Division initiative- **Catch-up program**.
3. This aims to systematizing, planning, documenting and conducting the catch-up classes to address gaps in competencies in their appropriate grade/ year levels of our learners.
4. School heads in elementary are asked consolidate their report and submit the report to the district supervisor for consolidation. Secondary School heads are also tasked to consolidate the said report and submit the ASDS Office c/o Donna S. Panes. On or before January 30, 2014.
5. Herewith is the template for the school and district to accomplish.
6. Immediate dissemination of this Memorandum is desired.

List of Dropouts 2014
Elementary/ Secondary

Name of pupil/ student	Grade/year level	Date of dropout	Reason	Intervention (MISOSA, E- IMPACT,& DORP)
				Example ADM

Prepared by:

Noted:

Class Adviser / School Guidance

District Head- for elementary
School Head- for secondary