



Republic of the Philippines  
**Department of Education**  
Region III – Central Luzon  
Schools Division of San Jose del Monte City  
Graceville Elementary School  
Brgy. Graceville, San Jose del Monte City

---

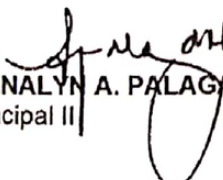
August 18, 2021

**SCHOOL MEMORANDUM**  
No. 40 s. 2021

To: **School Coordinators**  
**Grade Leaders**  
**Teachers**

**Development of Learning Resource for Kindergarten to Grade 6**

1. This office announces the conduct of the **Development of Learning Resource for Kinder to Grade 6** on Sep 16, Oct 25, 2021, Jan 3 & Mar 14, 2022, via MS Teams.
2. The MELCs per DepEd Order No. 12, s. 2020 shall serve as the primary reference in developing learning resources and determining the learning approaches that are suited to the school local context and diversity of learners while adapting to the challenges posted by COVID-19.
3. The development of learning resources will be conducted every quarter.
4. Participants will register to School LRMS Website [sites.google.com/depd.gov.ph/gracevilleeslrms/](https://sites.google.com/depd.gov.ph/gracevilleeslrms/). Registration starts from August 12 to 31, 2021. Only output of registered participants will be evaluated.
5. Participants in this activity are the School Quality Assurance Team (SQAT), School Learning Resource Management, writers, illustrators, layout artists and video editors.
6. Enclosure No. 1 contains the Timeline of Activities of the development of learning resources.
7. Immediate and widest dissemination of this memorandum is enjoined.

  
DIANALYN A. PALAGANAS PhD  
Principal II



---

**GRACEVILLE ELEMENTARY SCHOOL**  
Address: Brgy. Graceville City of San Jose Del Monte, Bulacan 3023  
Contact Number: (044)-3070131  
Email Address: 162503.sjdmc@depd.gov.ph



Republic of the Philippines  
**Department of Education**  
Region III – Central Luzon  
Schools Division of San Jose del Monte City  
Graceville Elementary School  
Brgy. Graceville, San Jose del Monte City


Enclosure No. 1 to School Memorandum No. 40, s. 2021

**Development of Learning Resource for Kinder to Grade 6**

**Timeline of Activities**

Date	Activity	Expected Output	Persons Involved
Q1: September 16, 2021 Q2: October 25, 2021 Q3: January 3, 2022 Q4: March 14, 2022	Capacity building on Development of Learning Resources	Capacitated participants on the development of Learning Resources	School head, LRM, Writers, Illustrators, Layout Artists, Video Editors
Q1: Sep 16-30, 2021 Q2: Oct 25 – Nov 12, 2021 Q3: Jan 3-14, 2022 Q4: March 14-25, 2022	Development of learning Resources (Online consultation with LRM)	Development Learning Resources	School head, LRM, Writers, Illustrators, Layout Artists, Video Editors
Q1: Oct 1 & 4, 2021 Q2: Nov 15-16, 2021 Q3: Jan 17-18, 2022 Q4: Mar 28-29, 2022	Quality Assurance	Quality assurance of Learning Resources	School head, SQAT, Writers, Illustrators, Layout Artists, Video Editors
Q1: October 5, 2021 Q2: Nov 19, 2021 Q3: Jan 21, 2022 Q4: Apr 1, 2022	Final Presentation of Quality assured Learning Resources	Quality assured LR's	School head, SQAT, Writers, Illustrators, Layout Artists, Video Editors
Q1: Sep 20, 2021 Q2: Nov 22, 2021 Q3: Jan 24, 2022 Q4: Apr 4, 2022	Submission of revised, refined, and final Learning Resources.	Submitted Final Version of Learning Resources to LRM	School head, LRM, Writers, Illustrators, Layout Artists, Video Editors

Prepared by:

  
**MICHAEL ANGELO B. PAGARA**  
Teacher III



**GRACEVILLE ELEMENTARY SCHOOL**

Address: Brgy. Graceville City of San Jose Del Monte, Bulacan 3023  
Contact Number: (044)-3070131  
Email Address: 162503.sjdmc@deped.gov.ph