



Republic of the Philippines  
**Department of Education**  
REGION III – CENTRAL LUZON  
SCHOOLS DIVISION OF SAN JOSE DEL MONTE  
**HEROESVILLE ELEMENTARY SCHOOL**  
BRGY GAYA-GAYA, CITY OF SAN JOSE DEL MONTE, BULACAN

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April 28,2021

School Memo 22 s 2021  
All Teaching and non-teaching personnel

### **DESIGNATION AND FUNCTION OF SCHOOL RGG TEAM & SME TEAM**

This office announces the HVES-RGG Team (HVES Read it, Get set, Go!) Team and the RGG- SME School Monitoring Team for the HVES Reading Program.

The two teams will be working collaboratively to ensure timely and effective implementation of the 5- year Reading Plan of HVES, Read it, Get Set Go! Reading Program (HVES-RGG).

The following are the members of **School HVES- RGG Team** and their duties and function:

#### **I. HVES-RGG TEAM (HVES Read it, Get Set, Go!)**

Over-all Coordinator - Gina B. Yonque

Reading Magic Center Coordinator- Guia M. Romay

English Key stage 1 - Jhodine M.Valenzuela

Key stage 2 - Mary Garce D. Maneja

Filipino Key stage 1 - Rhen Krizha D. Ampa

Key stage 2 - Maricel F. Mulleno

1. Work together as a team in planning, organizing and implementing the activities for the HVES,Read it, Get set, Go! HVES-RGG Reading Program.
2. Help consolidate and gather information and data needed for documentation of HVES- RGG 5-year plan.
3. Lead in the implementation of the activities and encourage everyone to ensure 100% involvement of teachers, learners, parents and other stakeholders.



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4. Plan other activities that will realize HVES-RGG vision to make every learner that can READ it, SET to improve Reading and GO from Frustration to Instructional or Independent Reader.
5. Actively participate and attend meetings and Do the work efficiently to complete the 5-year HVES-RGG Implementation Plan.

Conforme : **HVES-RGG Team**

(sign next to your name)

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Heroesville Elementary School  
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Official E-Mail: 162509.sjdmc@deped.gov.ph



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## **II.THE HVES-RGG School Monitoring & Evaluation Team ( HVES-RGG SME )**

- 1.Jenifer D.Inobio
2. Caroline Jo G. Lacson
3. Mayolyn B. Panganiban
- 4.Jennifer Repollo
5. Jeremy A. Flores

1. Regularly read the 5-year Implementation Plan and remind the HVES-RGG Team to schedule and implement the approved Plan.
2. Assist in whatever ways they can so that the indicators found in the Monitoring Tool will be achieved.
- 3.Discuss and meet monthly with the HVES-RGG TEAM for updates, plans and concerns.
- 4.Accomplish the SRMT School Reading Monitoring Tool every quarter – months of March, June, September and December.
- 5.Serve as HVES-RGG SME member for the duration of 5-year Implementation



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Conforme : **HVES- RGG SME Team** (sign above printed name)

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For immediate dissemination and cooperation.

Principal 1



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