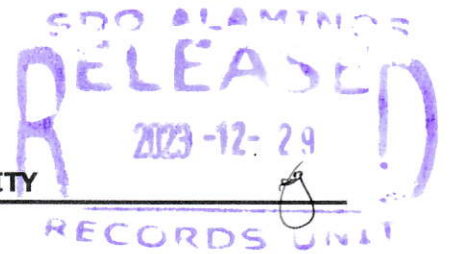




Republic of the Philippines
Department of Education
Region I

SCHOOLS DIVISION OFFICE OF ALAMINOS CITY

Office of the Schools Division Superintendent



DIVISION MEMORANDUM
DM-2023-641

TO : Assistant Schools Division Superintendent
Chief, Curriculum Implementation Division (CID)
Education Program Supervisors - English and Filipino
Heads of Public Secondary Schools

SUBJECT : **ADOPTION AND ADMINISTRATION OF THE LANGUAGE ENHANCEMENT THROUGH READING ASSESSMENT (LETRA) TOOLS IN ENGLISH AND FILIPINO FOR GRADES 7 TO 12 LEARNERS**

FROM : Office of the Schools Division Superintendent

DATE : December 28, 2023

1. Pursuant to Regional Memorandum No. 1332, s. 2023 or the Adoption and Administration of the Language Enhancement through Reading Assessment (LETRA) Tools in English and Filipino for Grades 7 to 12 Learners, all public secondary schools are directed to administer the assessment on Jan. 5-9, 2024, and to submit the consolidated report on Jan. 11, 2024, at the Curriculum and Implementation Division (CID) not later than 1:00 p.m.
2. The primary objective of the LETRA tools lies in the comprehensive evaluation of the reading proficiencies of secondary school learners in both the English and Filipino languages.
3. In the succeeding school years, the LETRA tools shall be utilized within the initial two months of the school years for the pretest and during the final two months for the posttest.
4. School heads are tasked to incorporate the outcomes of the LETRA tool administration results into LAC sessions, fostering the development and execution of necessary interventions.
5. The Education Program Supervisors in English and Filipino will conduct an orientation on the utilization/administration of the LETRA tools on Jan. 3, 2023, at the SDO Library Hub from 2:00 p.m. onwards. This will be attended by all public secondary school reading coordinators and an additional English/Filipino teacher. For the

With hundred reasons to serve!



Address: San Jose Drive, Poblacion, Alaminos City, Pangasinan
Telephone Number: (075) 205 - 0644
Website: depedalaminoscite.com
Email Address: alaminos.city@deped.gov.ph





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Alaminos City National High School, the attendance of an English/Filipino teacher from Grade 7 to Grade 12, together with the school reading coordinator, is encouraged.

6. The resources, including the consolidation tolls can be accessed via the following link: tinyurl.com/LETRAR1.
7. Printing of the tools shall be charged against school local funds/MOOE/SEF subject to usual accounting and auditing procedures.
8. For information, guidance, widest dissemination, and compliance.

VIVIAN LUZ S. PAGATPATAN CESO VI

*Assistant Schools Division Superintendent
Officer-In-Charge
Schools Division Superintendent*

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