



Department of Education
Region X- Northern Mindanao



DIVISION OF ILIGAN CITY

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DIVISION MEMORANDUM


No. 28 , s. 2016

TO: District Supervisors/In-charge
Elementary and Secondary School Principals/School Heads
District Guidance Coordinators and Secondary Guidance Counselors

DATE: February 02, 2016

SUBJECT: **SCHOOL ITEM ANALYSIS REPORT TEMPLATE**

1. As agreed and discussed during the Orientation on the Unified Method of Item Analysis and Interpretation last January 19, 2016 at the Division Conference Hall, copies of the School Item Analysis Report Template will be distributed to all public elementary and secondary schools to be used in our division from now on.
2. The completed School Item Analysis Report should be submitted to the Division Office, three weeks after every Periodical Test starting this Fourth Quarter of SY 2015- 2016. Item Analysis Report for the Third Quarter should be submitted to Rosemarie T. Macesar, Ph. D., EPS I in EsP and Guidance on February 19, 2016.
3. Enclosure numbers 1 and 2 contain the School Item Analysis Report Template for the Elementary and Secondary schools respectively.
4. Wide dissemination of this Memorandum to all concerned is desired.


RANDOLPH B. TORTOLA, CESO VI
Adm Schools Division Superintendent

Encl: As stated

(For Elementary)



Republic of the Philippines
 Department of Education
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 DIVISION OF ILIGAN CITY
 Iligan City



SCHOOL ITEM ANALYSIS REPORT

Name of School: _____
 Grade Level : _____
 School Head : _____

Periodic Exam: _____
 Subject : _____

ITEM NO.	SKILLS/COMPETENCIES	PL		MASTERY LEVEL			RECOMMENDED INTERVENTION
		No. of Learners with Correct Answer	%	Mastered	Nearing Mastery	Not Mastered	

Basis for identifying mastery level: 75-100% - Mastered 50-74% - Nearing Mastery 0-49% - Not Mastered

Submitted by: _____
 School Head

Noted by: _____
 Public Schools District Supervisor

 Education Program Supervisor

(For Secondary)



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SCHOOL ITEM ANALYSIS REPORT

Name of School: _____
 Year Level : _____
 School Head : _____

Periodic Exam: _____
 Subject : _____

ITEM NO.	SKILLS/COMPETENCIES	PL		MASTERY LEVEL			RECOMMENDED INTERVENTION
		No. of Learners with Correct Answer	%	Mastered	Nearing Mastery	Not Mastered	

Basis for identifying mastery level: 75-100% - Mastered 50-74% - Nearing Mastery 0-49% - Not Mastered

Submitted by: _____
 School Head

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 Education Program Supervisor