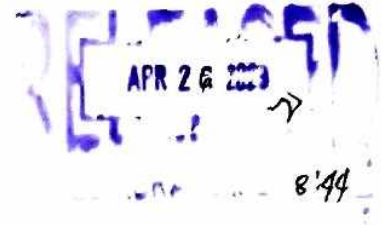




Republic of the Philippines
Department of Education
 Cordillera Administrative Region
SCHOOLS DIVISION OFFICE OF ABRA



April 24, 2023

DIVISION MEMORANDUM

No. 168 s. 2023

SEARCH FOR THE MOST FUNCTIONAL LEARNING RESOURCE CENTER

To: Assistant Schools Division Superintendent
 Chief Education Supervisor – CID
 Education program Supervisor – LRMS
 Public Schools District Supervisors
 PDO II and Librarian II
 School Heads
 School Librarian/ Librarian Designate/LR Coor.
 All Others Concerned

1. In light of the resumption of face-to-face modality of learning, there is an urgent need to revitalize the functionality of the Learning Resource Centers as the schools' repository of references and reading materials. Cognizant to this, this division through the CID-Learning Resource Management System conducts the Search for the Most Functional Learning Resource Center.
2. The search commences on May 2, 2023 and the awarding will be on or before December 22, 2023.
3. The search aims to:
 - a. document the functionality of School LRC
 - b. sustain the repository of quality assured LMs
 - c. support the Basa Abrenio Reading Program
 - d. recognize the effort of the LRC coordinator
 - e. commend the school for its support to LRMS
4. Learning Resource Center categories will be as follows:
 - a. Central Schools
 - b. Non-central Schools
 - c. Multigrade Schools
 - d. Integrated Schools
 - e. Secondary Schools
5. For the Most Functional Learning Resource Center, the following are the criteria;
 - a. **Physical Facilities – 20%**
 – This includes the arrangement of shelves, cabinets, reading tables, chairs, display racks, bulletin boards, and other materials/facilities used to improve its physical appearance.
 - b. **Collection – 10%**
 – It includes teacher-made materials (modules, activity/work sheets, storybooks), charts, posters, photographs, pamphlets, ICT online and offline, textbooks and other reference materials.
 - c. **Organization of LRC Collection – 10%**
 – Use of classification system, DDC or Library of Congress, according to subject.



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- d. Functionality – 30%**
 – With duly signed designation as Librarian/LRC Coordinator, Action Plan, Monthly Accomplishment Report and other Library/LRC Coordinator program.
- e. Administration – 10%**
 – Creative use of inventory, registration area, borrower’s logbook and visitor’s logbook.
- f. Impact and Attractiveness - 10%**
 – LRC is exceptionally attractive, neat, safe and reader-friendly.
- g. Linkages and Networking – 10%**
 – Support from Internal and External Stakeholders with MOA/MOU, Donations, letters and certifications.

6. Points earned will be transmuted to Norms for Awards (stars) as follows:

Points Earned	Norms for Award
91 – 100	5 stars
81 – 90	4 stars
71 – 80	3 stars
61 – 70	2 stars
60 and below	1 star

- 7. Judging of the LRC will be done twice, first will be during the second quarter and final judging on the fourth quarter (November) of the calendar year. Dates will not be disclosed to participating schools.
- 8. Most Functional Learning Resource Centers in all the categories will be adjudged as follows:
 - a. LEADING LRC – 5 stars
 - b. EMERGING LRC – 4 stars
 - c. DEVELOPING LRC – 3 stars
- 9. Expenses relative to the monitoring shall be charged against local funds subject to usual budgeting, accounting and auditing rules and regulations.
- 10. Immediate dissemination of this memorandum is enjoined.


AMADOR D. GARCIA SR. PhD, CESO VI
 Schools Division Superintendent
 MB 1



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