

GASTPE Monitoring

GASTPE Regional Orientation

School Year 2024-2025

June 20, 2024 to August 29, 2024

Private Education Assistance Committee

Monitoring of GASTPE Participating Schools

Monitoring Activity

Monitoring Forms

GASTPE Documents Reviewed During Monitoring

Monitoring Findings

Post-Billing Audit

List of Offenses

Sanctions

Monitoring Activity

Monitoring Guidelines and Processes

- MHI Based Monitoring
 - Focus on documents as proof of enrollment of ESC Grantees or VPBs or TSS Recipients and evidence of compliance with other requirements of the GASTPE Programs.
 - GASTPE Participating Schools for monitoring are given three weeks to prepare their documents and provided with a checklist of documents to Bring to the MHI.
- On Campus Monitoring
 - Visits are unannounced.
 - GASTPE Participating Schools are expected to be prepared with their school documents all the time.

Monitoring Forms

Monitoring Report Form 1 (MRF-1)

- Main instrument in the monitoring of GASTPE Participating Schools.
- Serves as the list of billed ESC Grantees or VPBs for monitoring.
- Records the presence of documents for the ESC Grantees or VPBs listed in the MRF-1.
- Encodes compliance of the schools with the requirements of the ESC or VP Guidelines.

Monitoring Forms

Monitoring Summary Report Form (MSRF)

- Summary of MRF-1
- Lists all ESC Grantees or VPBs with findings.
- Lists the school's non-compliance with the requirements of the GASTPE Program.

This form shall also be used as basis for processing schools with adverse findings. The PMT and the school official present during the monitoring are required to attest and sign this form.

GASTPE Documents Reviewed During Monitoring

ESC Participating JHS

- ESC Grantee Folder
- School Documents
 - Class Records
 - DepEd School Form 1
 - DepEd School Form 2
- Compliance with Program Guidelines
 - ESC Grantees and Parents Orientation Program
 - ESC Grantees and Parents Orientation Attendance Sheet
 - ESC School Committee Minutes of Meetings
 - ESC Selection Process/Profiling of Grantees
 - ESC Logo in Student's ID of ESC Grantees only

GASTPE Documents Reviewed During Monitoring

VP Participating SHS

- VPB Folder
- School Documents
 - Class Records
 - DepEd School Form 1
 - DepEd School Form 2
- Compliance with Program Guidelines
 - VPB and Parents Orientation Program
 - VPB and Parent Orientation Attendance Sheet

Monitoring Findings

GASTPE Participating Schools Common Findings

- ESC Grantees or VPBs not listed in the following documents:
 - DepEd School Form 1
 - DepEd School Form 2
 - Class Record
- Incomplete ESC Grantee Folder or VPB Folder
- No DepEd School Form 9 (Report Card)
- Foreign Students

Monitoring Findings

ESC Grantees or VPBs with Issues

- Have not attend classes since the opening of the school year
- Dropped or transferred but no record of dropping or transferring
- Reporting in another branch or delivery mode
- Reporting in another grade level
- Double-billed
- Unqualified to participate in the ESC or SHS VP
- Foreign students

List of Offenses

Billed the following unqualified ESC Grantees and/or VPBs

- With no documents showing proof of enrolment in the school.
- Who have not reported to the school for at least 30 days from the opening of classes for the school year monitored.
- Who are reporting in another campus or delivery mode.
- Who are enrolled in another GASTPE Participating School.
- Who do not have documents as required by the GASTPE Program.
- Who are not qualified to participate in the GASTPE Programs (e.g., foreign students, repeaters, non-QVA).

List of Offenses

For TSS

- Billed teachers who are not qualified to participate in the TSS Program.
- Non-release and/or deductions in the TSS payments to TSS Recipients.

Other Offenses

- Failure to appear or be part of a monitoring activity without valid reasons.
- Incomplete documents as required by the GASTPE Program.

The abovementioned offenses are without prejudice to the other offenses and corresponding sanctions as may be provided for in the GASTPE Guidelines and other relevant issuances or laws.

Sanctions

List of Sanctions

- Written Reprimand
- Reduction of Slot Allocations
- Suspension from the program (duration of suspension may vary depending on the severity of the offense, habituality, presence or absence of aggravating circumstances)
- Revocation/Termination from the GASTPE Program

Non-waiver of remedies

The imposition of the penalties herein is without prejudice to the right of PEAC, through the GMC, to recommend the filing of the appropriate criminal, civil and/or administrative case/s against the school, its officers, employees, and all other persons who aided, abetted and/or conspired with in committing the offense.

Sanctions

VP Participating SHS (DO 20, s. 2023)

- Terminated due to falsification of documents
 - Shall no longer be allowed to participate in the SHS VP.
- Terminated under other SHS VP violations
 - May apply for reinstatement.
 - Subject to validation, assessment/evaluation.
 - After three school years from the effectivity of termination.



PRIVATE EDUCATION ASSISTANCE COMMITTEE

Trustee of the Fund for Assistance to Private Education

