



Republic of the Philippines  
 Department of Education  
 Region X  
**CAGAYAN DE ORO CITY DIVISION**



Fr. William F. Masterson, S.J. Avenue,  
 Brgy. Upper Balulang, Cagayan de Oro City, 9000 Philippines

February 19, 2019  
**RELEASED**  
 DATE: FEB 20 2019  
 BY: [Signature]

**DIVISION MEMORANDUM**  
 No. 157 s. 2019

**TWO-DAY CRAFTING OF THE SCHOOL IMPROVEMENT  
 PLAN (SIP) FOR SY 2019 to 2022**

To: Assistant School Division Superintendent  
 Chief, Curriculum Implementation Division  
 Chief, Schools Governance and Operation Division  
 Education Program Supervisors  
 Public Schools District Supervisors  
 Senior Education Program Specialists, EPS II  
 Elementary and Secondary School Administrators  
 Public Schools  
 This Division

- The field is hereby informed of the Two-Day Crafting of the School Improvement Plan (SIP) for SY 2019 to 2022 on **March 18-19, 2019**. Venue of the aforesaid activity will be announce in a separate Memorandum.
- Below are the members of the **Technical Working Group** and **Division Appraisal Committee**, to wit:

**Technical Working Group:**

Eulogio R. Suaner, Jr	Shierley Merida
Raul Dechosa	Ray Maghuyop
Anita Gochuco	Noe Macabodbod
Arnold Langam	Ceryll Celetaria
Paraida Orangot	Tito Yongao
William Agomana	Marivic Labitad
Sylvio Carciller	Jemuel Galay
Celso Pagulon	Reymund Cabatuan
Caguindangan	Zeny Sacal
Eleanor H. Rollan	Gemma Pajayon

**Division Appraisal Committee:**

**Chairman :** Alicia E. Anghay, Ph.D.  
**Co-Chairs :** Lorebina C. Carrasco, OIC Chief, CID  
 Rosalio R. Vitorillo, SGOD Chief

**Members:**  
 PSDS of concerned district  
 Arnel A. Calubag, Accountant III  
 Eulogio R. Suaner, SBM Coordinator  
 Raul A. Dechosa, SEPS, M & E Doque  
 Rodolfo R. Bayeta Jr., Planning  
 Jean T. Loquillano  
 Eleanor H. Rollan

- There will be two (2) **participants in every school**, one School Head and one SBM/SIP Coordinator.
- It is required that every school must bring **laptop with printer**, Updated **School Report Card** and **extension wire**. Certificate of Participation is being issued upon the submission of the expected output of the training.
- There will be a **planning conference** for all members of technical working group on **March 4, 2019**, one o'clock in the afternoon at the Second Floor, **Division Canteen**.
- School Heads** are encourage to login at [bit.ly/QAToolandStyleguide](http://bit.ly/QAToolandStyleguide) and [bit.ly/SIPVideos](http://bit.ly/SIPVideos) for advance information on the new guidelines of the SIP crafting.
- Compliance to this memorandum is desired.

**JONATHAN S. DELA PEÑA, Ph.D., CESO VI**  
 Schools Division Superintendent

ENCL: As Stated  
 Reference:

To be Indicated in the Perpetual Index under the following subjects:  
 GOVERNANCE, Monitoring and Evaluation



Republic of the Philippines  
DEPARTMENT OF EDUCATION  
REGION X

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ED-X

January 10, 2019

**REGIONAL MEMORANDUM**


No. 19, s. 2019

14 JAN 2019  
712  
**RELEASED**

**NEXT CYCLE OF SCHOOL IMPROVEMENT PLAN (SIP)  
PREPARATION FOR 2019-2022**

To: **Schools Division Superintendents**  
*This Region*

1. With reference to Unnumbered Memorandum by Atty. Revsee A. Escobedo, Assistant Secretary for Project Management, Bureau of Human Resource and Organizational Development (BHROD) and Field Operation, dated November 27, 2018 on School Improvement Plan (SIP) Instructional Videos, Style Guide, Appraisal Processes, and Quality Assessment Tool, all Schools Division Offices are hereby informed of the close of the 2016- 2019 and the start of the 2019-2022 SIP.
2. Below are the links for the purpose.
  - 2.1 [bit.ly/QAToolandStyleguide](http://bit.ly/QAToolandStyleguide)
  - 2.2 [bit.ly/SIPVideos](http://bit.ly/SIPVideos)
3. It is advised that a Division Appraisal Committee (DAC) for the SIP Preparation, Implementation, and Accomplishment be duly organized in tandem with the Division Field Technical Assistance Team (DFTAT) for an efficient and effective realization of the task.
4. Immediate and wide dissemination of this Memorandum is desired.

  
**DR. ARTURO B. BAYOCOT, CESO V**  
Regional Director

Encl.: As stated

To be indicated in the Perpetual Index under the following subjects:

ASSESSMENT TOOL  
DIVISION APPRAISAL COMMITTEE (DAC)  
DIVISION FIELD TECHNICAL ASSISTANCE TEAM (DFTAT)  
SCHOOL IMPROVEMENT PLAN (SIP)

FTAD/lita