

Republic of the Philippines DEPARTMENT OF EDUCATION Region III





DIVISION OF CITY SCHOOLS

City of San Jose del Monte

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January 15, 2018

DIVISION MEMORANDUM

No. 15 s. 2018

PRESENTATION OF SCHOOL CONTINUOUS IMPROVEMENT (CI) PROJECT PROPOSAL

To: Assistant Schools Division Superintendent

Division Chief

Education Program Supervisors

Public Schools District Supervisors

Concerned Public Elementary/ Secondary School Heads

All Others Concerned

- 1. This Division announces the conduct of the Presentation of School Continuous Improvement (CI) Project Proposal on January 24-25, 2018 in their respective schools.
- This activity aims to enable the School CI Team to present the proposed school-based CI project approved by the School Head which applies the steps in CI Methodology.
- 3. The Division CI Team will visit the participating schools for possible technical assistance on the following schedule:

	CI Project Pres	sentation Schedule				
January 24, 2018	(Wednesday)	January 25, 2018 (Thursday)				
School	Time	School	Time			
Bagong Buhay E ES	8:00 am-9:00 am	Paradise Farms National HS	8:00 am-9:00 am			
Kaypian National HS	9:30 am-10:30 am	Tungkong Mangga ES	9:30 am-10:30 am			
Goldenville ES	11:00 am-12:00 noon	Marangal ES	11:00 am-12:00 noon			
Francisco Homes ES	1:30 pm-2:30 pm	Muzon HS	1:30 pm-2:30 pm			
Kakawate National HS	3:30 pm-4:30 pm	SJDM Central School	3:30 pm-4:30 pm			

- School CI Teams are required to prepare a 10-minute powerpoint presentation of the proposed project.
- Attached herewith are the School CI Project Proposal and Team Charter forms for accomplishment.
- 6. Immediate and wide dissemination of this Memorandum is desired.

GERMELINA H. PASCUAL, CESO V Schools Division Superintendent

SCHOOL CI PROJECT PROPOSAL

			DEPARTMENT FOR EDUCAL
PROJECT TITLE		PROJECT	
		CODE	
PROPONENT	Name of Region Contact Person (Name and Number)	PROPOSAL DATE	
BACKGROUND AND RATIONALE			
OBJECTIVES			
INDICATIVE PROJECT	STAGE	SCHEDULE	RESOURCES NEEDED
SCHEDULE	1. Assess		
	2. Analyze		
	3. Act		
		TOTAL	
FUNDING SOURCES	SOURCE	SCHEDULE	AMOUNT
• INTERNAL			
OTHER STAKEHOLDERS			
STAKEHOLDERS			
		TOTAL	
REVIEW AND APPROVAL REMARKS			



SCHOOL CI TEAM CHARTER

PROJECT TITLE				PRO		- 10						- 1
REGIONAL DIRECTOR				TCC	DE							
TEAM	NAME			ROL	E							
COMPOSITION				Tea	m Le	ad	ler					
				Scri	be	-50						
				Communications								
			- wallie	Documentation			12.55					
				Process Observer								
		460		Other Members								
				Res	our	ce	Per	sor	ıs			
KEY CUSTOMERS							TV-					
KEY PROCESS												
OBJECTIVES												
BRIEF BACKGROUND			al more									
REGULAR MEETING SCHEDULE								II (242-				
PROJECT SCHEDULE	Activity	OUTPUT	TARGE T DATE	1	2 3	4	5	6 7	8	9	0	1 1 2
Assess	Get organized	***										
	2. Talk with Customers					-	-	C. Andrewson of the Control of the C				

1.00425	3. Walk the Process	
	Identify Improvem ent Areas	
Analyze	5. Do Root Cause Analysis	
	6. Develop Solutions	
	7. Finalize Improvem ent Plans	
Act	8. Pilot Solution	
	9. Roll Out Solution	
	10. Check Progress	