



February 11, 2019

**DIVISION MEMORANDUM**

No. 025, s. 2019

TO: Assistant Schools Division Superintendent  
Division Chiefs  
Concerned Public Elementary and Secondary School Heads  
All Others Concerned

**CONDUCT OF THE DIVISION CONTINUOUS IMPROVEMENT (CI) COACHING**

1. This Office announces the conduct of the Division Continuous Improvement (CI) Coaching from February 2019 to May 2019.
2. The activity aims to provide technical assistance to School CI Teams.
3. The Division trained Master Coaches and Master Trainers will visit the participating schools every Thursday for coaching and technical assistance.
4. Transportation expenses of the Master Trainers and Master Coaches shall be charged to School Maintenance and Other Operating Expenses (MOOE) /school canteen funds subject to the usual accounting and auditing rules and regulations.
5. Attached as Enclosure no. 1 is the List of School CI Teams, with their corresponding Master Trainers, Master Coaches, and the Division CI Focal Persons assigned to each school.
6. Immediate and wide dissemination of this Memorandum is enjoined.

  
**GERMELINA H. PASCUAL, CESO V**  
Schools Division Superintendent

**List of Assigned CI Coaches / Trainers**

School	Coaches/Trainers	Division CI Focal Person
San Isidro Elem.School	Minerva N. Calzado (Towerville ES) Jackelyn M. Santos (Towerville ES) Rebecca T. Talde –SDO	Leny B. Delos Reyes
Kakawate Elem. School	Ednel S. Garcia (Towerville ES) Erica G. Mojica (Towerville ES) Carolyn W. Oliveros (Towerville ES) Rebecca T. Talde-SDO	Leny B. Delos Reyes
BBF Elem. School	Cenon C. Dela Cruz (BBH ES) Emil J. Lincuna (BBH ES)	Ruby M. Cagadas
Citrus high School	Michelle E. Del Carmen (BBH ES) Rosalinda M. Marquez (BBH ES)	Ruby M. Cagadas
Muzon Harmony Hills HS	Ernie C. Alcaraz (Muzon Pabahay ES) Jazmin B. Maglonzo (Muzon Pabahay ES)	Leny B. Delos Reyes
Heroesville Elem. School	Benedicto B. Antonio (Muzon Pabahay ES) Leilanie C. Languian (Muzon Pabahay ES)	Leny B. Delos Reyes
San Martin BBC Elem. School	Junarlito P. Rondina (SPNHS) Macaria D. Gonzales (SPNHS)	Ruby M. Cagadas
San Martin High School	Eloisa S. Orpilla (SPNHS) Caridad F. Riman (SPNHS)	Ruby M. Cagadas
Sapang Palay Proper ES	Teresa Dela Cruz (SJDM NHS) Merlita Bautista (SJDM NHS) Elena Garucho (SJDM NHS)	Leny B. Delos Reyes
SJDM Heights ES	Roseille Dimagiba (SJDM NHS) Maria Gracia Aurelio (SJDM NHS)	Leny B. Delos Reyes