

Republic of the Philippines
DEPARTMENT OF EDUCATION
Region III – Central Luzon
SCHOOLS DIVISION OF CITY OF SAN JOSE DEL MONTE
City of San Jose del Monte



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November 17, 2015

DIVISION MEMORANDUM

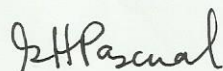
No. 233 s. 2015



To: CID & SGOD Chiefs
Public Schools District Supervisors
Elementary & Secondary School Heads
Select Unit Heads

**DIVISION ASSESSMENT & ENHANCEMENT OF SIP/AIP and SRC PREPARATION
USING THE CI METHODOLOGY**

1. The City Schools Division will hold an Assessment and Enhancement of SIP/AIP/SRC preparation using the CI Methodology at the San Jose del Monte Central School Conference Hall on Thursday, November 26; and at Morong, Bataan on Friday & Saturday, November 27 & 28, current.
2. Its objectives are to:
 - a. Improve the three key result areas in basic education namely: access, quality and governance; and
 - b. Advocate on education campaign and accuracy of the School Report Card.
3. Attached are: the Training Matrix and List of Participants for this activity.
4. For the information and guidance of all concerned.


GERMELINA H. PASCUAL, CESO V
Schools Division Superintendent



“Commitment-Driven Performance by our Leaders”

“Character-Based Instruction for our Learners”



TRAINING MATRIX

Day 1 - November 26, 2015 at San Jose del Monte Central School

Time	Activity	Person(s) In-charge/Facilitator
7:30 – 8:00	Registration	Wilma M. Sta. Maria – AA
8:00 – 8:15	Opening Program	PSDS Epifania de Leon
8:15 – 9:15	The CI Methodology	Jennifer E. Quinto - EPS
9:15 – 11:15	Introduction: The 2015 Enhanced SIP Development Preparatory Activities	Dolores M. Lavilla - PSDS
11:15 – 12:00 & 1:00 - 1:45	SIP Development: Phase 1- Step 2 to Step 3	Epifania de Leon - PSDS
12:00 – 1:00	LUNCH BREAK	
1:45 – 3:00	SIP Development: Phase II to Phase III – Step 4 to Step 11	Teresita Padilla - PSDS
3:00 – 4:00	Sample of SIP/AIP/SRC Presentation	PSDSes & Select Presenters
4:00 – 5:00	Critiquing/Assessment/Evaluation of SIP/AIP	Rolando T. Sotelo, DEM CID – Chief Kristine Joy P. Daluz Division Accountant Orlando D. Gonzales Division Budget Officer

Day 2 - November 27, 2015 at Morong, Bataan

Time	Activity	Person/s In-charge
8:00 – 8:30	Assembly-Schools Division Office	
9:00 – 12:00	Travel Time	Dennis Garcia – AO IV
1:00 – 3:00	Assignment & Settling on assigned Rooms/Quarters	Ma. Jima T. Cadiz – AO V
3:00 – 3:30	Opening Program	PSDS Teresita S. Padilla
3:30 – 6:00	Presentation of DEDP	Rene Ignacio – SEPS
6:30 – 7:30	Dinner	
8:00 pm – 11:00 pm	Sharing of Challenges on SIP/AIP Implementation	Corazon P. Ignacio –EPS Esperanza Diaz-Cruz – EPS Ruby Cagadas – EPS Facilitators

Day 3 - November 28, 2015 at Morong, Bataan

6:30 – 7:30	Breakfast	
7:45 – 11:00	Workshop on SRC Preparation	PSDSes DML, TSP, & EFD Facilitators
11:00 – 12:00	Lunch Break	
1:00 – 4:00	Home Sweet Home	



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**LIST OF PARTICIPANTS on the DIVISION ASSESSMENT and ENHANCEMENT of SIP, AIP & SRC
using the CI METHODOLOGY**

	FULL NAME	DESIGNATION
1	SOTELO, ROLANDO T.	Chief Educ. Supervisor
2	CAGADAS, RUBY	EPS I
3	IGNACIO, CORAZON G.	EPS I
4	CRUZ, ESPERANZA D.	EPS I
5	QUINTO, JENNIFER	EPS I
6	DE LEON, EPIFANIA F.	PSDS
7	LAVILLA, DOLORES	PSDS
8	PADILLA, TERESITA S.	PSDS
9	DELA CRUZ, MANUEL P.	Senior Education Program Specialist
10	IGNACIO, RENATO L.	Senior Education Program Specialist
11	HILARIO, ROBESA R.	Senior Education Program Specialist
12	DALUZ, KRISTINE JOY	Accountant III
13	CADIZ, MA. JIMA	Admin Officer V
14	GONZALES, ORLANDO	Admin Officer IV
15	GARCIA, DENNIS	Admin Officer IV
16	LOURDES R. ROBES	Principal I
17	ALEX D. ANGELES	VSA I
18	EDUARDO V. CRUZ	Principal IV
19	GERONIMO M. GUILALAS JR.	Head Teacher II
20	PURITA J. HERRERA	Principal III
21	LEO GLENN P. EVASCO	Principal I
22	ELIZA U. JARABE	Principal I
23	ANNIE C. JOAQUIN	Principal II
24	MARIETTA G. LICOPIT	Head Teacher III
25	DANILO A. CASAS	Principal III
26	WILMA M. AQUINO	Principal III
27	BELEN C. BARTOLOME	Head Teacher III
28	CHRISTOPHER B. ALBINO	Head Teacher V
29	ANTONIO D. DONCILLO	Head Teacher I
30	CARIDAD F. MAGUAD	Head Teacher III
31	DARLAN R. GRAGEDA JR.	Head Teacher II
32	JULIETA Y. BALITA	Principal II
33	MIRIAM A. ZAMORA	Principal III
34	ZUREX T. BACAY	Principal II
35	MA. SHIRLEY A. MACAWILE	Principal III
36	MA. THERESA M. DELA CRUZ	Principal II
37	CHITO M. REPOREN	Principal II



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38	EPPIE M. BASWEL	Principal I
39	FRANCISCO M. POLICARPIO	Principal I
40	SOFRONIO P. MACAWILE	Principal III
41	JOSEFINA P. NARAG	Principal IV
42	RAMON Q. LAVILLA	Head Teacher III
43	ELVIRA S. DAZA	Head Teacher V
44	ANGELINA F. LIM	Principal II
45	MASELINDA A. ACULANA	Principal II
46	NERLIZA C. MIRANDA	Principal III
47	FLORDELIZA M. LIMON	Principal IV
48	MARIA FATIMA D. FELICIA	Head Teacher V
49	MARITES P. BORJA	Head Teacher V
50	RENEEROSE R. SAHURDA	Principal I
51	DIONISIA D. HERRERA	Principal II
52	LILIBETH D. DASCO	Principal IV
53	MA. SOCORRO B. LINDO	Head Teacher V
54	RAUL G. PANIMBATAN	Principal III
55	MARISSA M. SOLOMON	Principal II
56	LIEZL C. TOSIO	Teacher I/TIC
57	LOURDES A. SOLOMON	Principal IV
58	ARNOLD T. BUCAG	Teacher I/TIC
59	GENOVEVA R. MENDOZA	Principal II
60	RAMIRO M. GACOSTA	Principal III
61	ZENAIDA B. AGUIRRE	Principal II
62	BARANDON, SHERYL	Admin Aide VI
63	STA. MARIA, JANETTE D.	Admin Assistant III
64	STA. MARIA, WILMA M.	Admin Aide I
65	GUILLERMO, ROSEMARIE	Admin Aide I