



Republic of the Philippines
Department of Education

MIMAROPA REGION
SCHOOLS DIVISION OF OCCIDENTAL MINDORO

**Office of the Schools Division
Superintendent**

November 18, 2022

DIVISION MEMORANDUM

No. 000434, s. 2022

APPRAISAL OF SCHOOL IMPROVEMENT PLAN (SIP) FOR SY 2022-2025

To : OIC-Asst. Schools Division Superintendent
Chief Education Supervisors, CID & SGOD
Education Program Supervisors
SDO Unit/Section Heads
All Others Concerned

1. DepEd Order No. 24, s. 2022, **“Adoption of the Basic Education Development Plan 2030 or BEDP 2030”**, mandates all DepEd offices and units in all governance levels to align policies, plans and programs with the BEDP 2030. Expectedly, all schools should revisit their existing School Improvement Plan (SIP) and planned for SY 2022-2023 to SY 2024-2025. Anent this, and per DO 24, s. 2022, the SIP shall cover all four pillars, and enabling mechanism namely ACCESS, EQUITY, QUALITY, RESILIENCY & WELL-BEING, and GOVERNANCE, respectively.
2. Further, in compliance with DO 44, s. 2015 re: Guidelines on the Enhanced School Improvement Plan (SIP) Process and the School Report Card (SRC), and Unnumbered Memorandum from the Office of the Assistant Secretary for Project Management titled School Improvement Plan (SIP) Instructional Videos, Style Guide, Appraisal Process, and Quality Assessment (QA) Tool dated November 27, 2018, the Division Appraisal Committee (DAC) shall appraise all the SIPs on **December 5-16, 2022** to ensure that standards of planning have been met.
3. In view of the foregoing, School Heads shall present the SIP to the DAC composed of the following members and some select officers/personnel:
 - a) Rodel S. Magnaye – Assistant Schools Division Superintendent
 - b) Aniceto N. Parojinog – Chief Education Supervisor, SGOD (or his representative)
 - c) Dr. Raquel P. Girao – Chief Education Supervisor, CID (or her representative)
 - d) Public Schools District Supervisor assigned to the School/District
 - e) Merry Ann T. Ramirez – Accountant III (or her representative)
 - f) Mileson P. Dela Torre – Budget Officer III (or his representative)
 - g) Dr. Wyn Wright E. Esperanza – Medical Officer III (or his representative)
 - h) Dr. Dennis Michael G. Abeleda – Administrative Officer V (or his representative)
 - i) Shalee Y. Tadeja – SEPS (SMME)

sgod/prs/ecf



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- j) Dr. Eloisa C. Farenas – SEPS (PRS)
- k) Marquin M. Defeo – Planning Officer III
- l) Jennifer M. Magtoto – PDO II (DRRM)
- m) Julienne A. Lorica – PDO I/GAD Focal Person

4. Furthermore, School Heads are requested to prepare a 15-minute slide presentation with the following contents:

- a) Documentation of the Vision-Mission sharing activity of the school;
- b) Analysis of the school's current situation (including the Four Pillars, Enabling Mechanism and School Performance Dashboard);
- c) List of proposed strategies and interventions including school-initiated PPAs; and
- d) Monitoring and evaluation plan, and feedback mechanism.

5. As agreed during the recently concluded Fifth Division Management Committee Meeting, schools are requested to incorporate actual activities conducted from August to December 2022, and the proposed FY 2023.

6. The listed officer/personnel shall convene on **November 24, 2022** via Zoom platform to finalize and discuss the SIP appraisal process flow.

7. Attached is the schedule of presentation with corresponding DAC members/in-charge, while the link to access the SIP instructional videos and template is at <https://tinyurl.com/OcciSIPfiles>, for your guidance and reference.

8. This is a **LIVE-OUT** activity. All expenses incurred relative to this activity shall be charged to local funds subject to existing budgeting, accounting, and auditing rules and regulations.

9. Immediate dissemination of and compliance with this Memorandum is earnestly desired.

LYNN G. MENDOZA, EdD

Asst. Schools Division Superintendent
OIC- Office of the Schools Division Superintendent

By the authority of the OIC-SDS:

RODEL S. MAGNAYE, CESE

OIC-Office of the Asst. Schools Division Superintendent
Officer-In-Charge

Attachment A - APPRAISAL OF SCHOOL IMPROVEMENT PLAN (SIP) FOR
SY 2022-2025

SCHEDULE OF SIP APPRAISAL

Date*	District	DAC Members
December 5-7	Abra De Ilog	Jovita D. Paquibot Dr. Emmanuel Flores Merry Ann T. Ramirez Dr. Wyn Wright E. Esperanza
December 8-9	Paluan	Jovita D. Paquibot Dr. Emmanuel Flores Rolando V. Abeleda Dr. Wyn Wright E. Esperanza Julienette A. Lorica
December 5-7	Mamburao	Dr. Mary Queen T. Bernardo Dr. Rosalie T. Reginio Mileson P. Dela Torre Marquin M. Defeo Julienette A. Lorica
December 8-9	Sta. Cruz	Dr. Mary Queen T. Bernardo Dr. Rosalie T. Reginio Dr. Dennis Michael G. Abeleda Marquin M. Defeo
December 7-9	Sablayan North	Aniceto N. Parojinog Dr. Marilyn S. Pille Dr. Johnna I. Tajonera Merry Ann T. Ramirez
December 5-7	Sablayan South	Dr. Merly A. Razon Dr. Marilyn S. Pille Dr. Simplicia V. Javate Dr. Dennis Michael G. Abeleda
December 5-7	Calintaan	Myla R. Suguitan Ma. Nona T. Feliciano Maria Luisa F. Vasquez Shalee Y. Tadeja
December 7-9	Rizal	Dr. Adelardo I. Malaluan Dr. Cecile V. Jose Maria Luisa F. Vasquez Shalee Y. Tadeja
December 14-16	San Jose West	Dr. Elizabeth T. Delas Alas Menia Q. Gamboa Dr. Dennis Michael G. Abeleda Dr. Eloisa C. Farenas
December 17-18	San Jose East	Dr. Elizabeth T. Delas Alas Menia Q. Gamboa Dr. Dennis Michael G. Abeleda Dr. Eloisa C. Farenas

December 14-16	San Jose North	Aniceto N. Parojinog Haydie P. Abeleda Joel P. Bercasio Angelica A. Insigne
December 7-9	San Jose South	Rodel S. Magnaye Haydie P. Abeleda Manuel F. Padilla Eleanor C. Sumugat
December 5-7	Magsaysay	Rodel S. Magnaye Ma. Rubynita T. Del Rosario Dr. Ferdinand J. Gotoy Jennifer M. Magtoto
December 14-16	Looc	Dr. Raquel P. Girao Evelyn Barrientos Dr. Eduardo D. Ellarma Marquin M. Defeo
December 17-18	Lubang	Dr. Raquel P. Girao Evelyn Barrientos Dr. Eduardo D. Ellarma Marquin M. Defeo

**Venue shall be determined by the PSDS and shall be in-charged of informing the DAC members*