



Republic of the Philippines
 Department of Education
 CORDILLERA ADMINISTRATIVE REGION
 Wangal, La Trinidad, Benguet



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December 7, 2015

REGIONAL MEMORANDUM
 No. **243.2015**

**To: Schools Division Superintendents
 Chiefs of Divisions
 All others Concerned**

From:

ELLEN B. DONATO
ELLEN B. DONATO, CESO III
 Director, IV

**Subject: Regional Facilitator's Training on the Enhanced School Improvement Planning (SIP)
 Guidebook and School Report Card**

Date: December 17-19, 2015

1. The current School Improvement Plan (SIP) underwent enhancements, which build on the strengths of the existing school planning processes. The guiding principles are the same: learner-centered, anchored on standards, evidenced-based, and participatory. However, the planning process has become more defined using the Continuous Improvement (CI) Methodology. The CI methodology was initially applied to target schools that, upon undergoing the processes, were able to accurately determine and subsequently address the root cause of their problems; that resulted in the improvement of school and learning outcomes.

Another feature of the enhanced SIP Guidebook is the seamless integration of SIP and School Report Card (SRC). SRC is a report that provides stakeholders a snapshot of the school's current situation and performance, to get them involved in making the school a better learning place for all learners.

To facilitate the swift dissemination and adoption of the said guidebook, the Field Technical Assistance Division in collaboration with the Human Resource development Division shall conduct the Regional Facilitators Training on the Enhanced School Improvement Training (SIP) Guidebook.

Telephone Numbers:

Office of the Director IV	-422-1318	Budget and Finance Division	-422-5155	Cash Section	-309-3017	Record Section	-309-301
Fax Machine	-422-4074	Elementary Education Division	-422-7096	Physical Facilities Unit/ICT	-309-3011	Payroll Services Unit	-424-399
Office of the Director III	-309-3013	Alternative Learning System	-422-5187	Regional Planning Unit	-309-1234	Special Services Division	-424-516
Administrative Division	-422-1804	Secondary Education Division	-309-3014	Supply Unit	-422-2198	Commission on Audit	-422-743

2. This training is envisioned to equip participants with knowledge and skills on the Enhanced SIP-SRC Guidebook, which will be held on at the NEAP and SNC hall, DepED-CAR, Wangal, La Trinidad, Benguet on 17-19 of December 2015.

3. Participants to this activity are the following:

80 – Participants from the SDO's (10 pax per SDO)

2-Chiefs: SGOD & CID

1-SBM Coordinator

1-Planning Officer

2-SEPS: 1HRDS & 1M&E SGOD

2-PSDS

2-School Heads

6- NEAP Facilitators

Marciana Aydinan (Ifugao)

Wilfredo Bagsao (Benguet)

Sonia Dupagan (Benguet)

Francis Peckley (Benguet)

Jenny Claire Bocalan (Mt. Prov.)

Ma. Teresa Cababan (Abra)

4- Class Managers (Regional Office)

6- QAME & Support Staff (Regional Office)

1- Program Manager

Consultants:

Regional Director

Asst. Regional Director

Chief, HRDD

TOTAL 100

4. The NEAP facilitators are requested to attend the planning meeting on December 9, 2015 at the DepED-CAR, Regional Office, 8:30AM.

5. Due to series of activities in the regional office, the participants from the SDO's except Baguio City and Benguet divisions shall check in on December 17 and breakfast shall be served as the first meal and last meal shall be breakfast of December 20, 2015.

6. Board and lodging, supplies and materials and other incidental expenses shall be charged against downloaded funds for SIP training and subject to the usual accounting and auditing rules and regulations.

7. Immediate and wide dissemination of this memorandum is desired.