



Republic of the Philippines
Department of Education
Cordillera Administrative Region
SCHOOLS DIVISION OF BAGUIO CITY
82 Military Cut-off Road, Baguio City



JUN 20 2018

RELEASED

DIVISION MEMORANDUM

No. 275, s. 2018

Division Education Development Plan (DEDP) for Calendar Year (CY) 2019-2024 and Complete DEDP Planning/Writer Team and Timeline of Activities

To : **All Public Schools District Supervisors
Public Elementary and Secondary School Heads
Private Elementary and Secondary School Heads
SDO Proper Functional Divisions
Identified DEDP Planning/Writer Team**

1. Cognizant of our efforts to be responsive of emerging educational challenges, the Division is mandated to craft the Division Education Development Plan (DEDP) for Calendar Year (CY) 2019-2024.
2. DEDP CY 2019-2024 Planning/Writer Team is tasked to strategically perform sector analyses (internal and external) and propose program of actions necessary to increase access, improve quality of education, and offer better governance and operations in the Division. Please refer to Enclosure No. 1 of this Memorandum for the complete list of DEDP CY 2019-2024 Planning/Writer Team with corresponding assignments, and Timeline of Activities.
3. All concerned service/data providers by the DEDP CY 2019-2024 Planning/Writer Team are encouraged to be in full cooperation throughout the sector analyses to writing phase of the project.
4. Immediate and wide dissemination of this Memorandum to all concerned is required.

FEDERICO P. MARTIN, EdD, CEEd, CESO V
Schools Division Superintendent

J. Balantri

Enclosure No. 1 of Division Memorandum No. 275, s, 2018

A. Complete Division Education Development Plan (DEDP) CY 2019-2024 Planning/Writer Team

No.	NAME	POSITION/DESIGNATION	Level	SECTOR
1	Marilyn S. Api-it	Education Program Supervisor Filipino	1	Performing Outputs and Outcomes
2	Leticia A. Hidalgo	Public Schools District Supervisor West Baguio Central District		
3	Nieves D. Ebanio	Administrative Officer IV Baguio City National High School	2	Organizational Competencies and Capabilities
4	Reynalyn T. Padsuyan	Senior Education Program Specialist Planning and Research		
5	Belen R. Tomin	Administrative Officer V Budget Officer	3	Utilization of Resources (People, Pesos, Physical Assets)
6	Lilibeth G. Degsi	Accountant III		
7	Mary Jane Malihod	School Head Happy Hollow National High School	4	Management Processes
8	Jovelyn T. Balantin	Senior Education Program Specialist Human Resource Development		
9	Jimmy S. Santos	Project Development Officer I	5	The Four Management Functions: Marketing Operations, Human Resources, Finance
10	Remedios P. Quinio	School Head Pacday Elementary School		
11	Marivic M. Gervero	School Nurse Non-Teaching President	6	Performance Levels of Teams and Individuals in the Organization
12	Harris Dizon	Information Technology Officer I		
13	Olivia O. Gomez	Planning Officer III	7	Physical Facilities/ Set-up and Working Conditions
14	Nixon C. Elahe	School Head Holy Ghost Extension Elementary School		
15	Elaine B. Cabuag	Senior Education Program Specialist Social Mobilization and Networking	8	Organizational Affiliations, Alliances, and Linkages
16	Rosanna D. Dizon	School Head Sto. Tomas National High School		
17	Federico P. Martin	Schools Division Superintendent	9	Top Management, Board and Leadership
18	Atty. Annette L. Doyaoen	Attorney III		
19	Soraya T. Faculo	OIC- Assistant Schools Division Superintendent	10	Strategic Fit or Consistency in Vision Strategies – Organization and People (VSOP)
20	Armi Victoria A. Fiangaan	OIC – Education Program Supervisor English		

B. Division Education Development Plan (DEDP) CY 2019-2024 Timeline of Activities

PHASE/ACTIVITY	2018						2019
	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY
Phase 1 Orientation and distribution of assignments	4						
Phase 2 Presentation of SWOT per level/sector		(SWOT writing)	4				
Phase 3 DEDP 2019-29124 writing				2-5			
Phase 4 DEDP 2019-2024 Mock presentation					29		
Phase 5 DEDP 2019-2024 Final presentation						(DEDP finalization)	25