

Republic of the Philippines
Department of Education
CORDILLERA ADMINISTRATIVE REGION
SCHOOLS DIVISION OFFICE OF BAGUIO CITY

Office of the Schools Division Superintendent

28 July 2021

DIVISION MEMORANDUM

No. 204, s. 2021

**CALL FOR PROGRAM/PROJECT/ ACTIVITY (PPA) PROPOSALS
FOR 2022 CHARGED TO SPECIAL EDUCATION FUND/GENERAL
FUND AND SUBMISSION OF SCHOOL ANNUAL IMPLEMENTATION
PLAN (AIP) FOR SCHOOL YEAR (SY) 2021-2022**

To : CID and SGOD Chief Education Supervisors
Public Elementary and Secondary School Heads
Public School District Supervisors
School Planning Team
Others Concerned

1. Cognizant of school efforts to be responsive to emerging educational challenges and adherence to Department of Education (DepEd) Order 44, series 2015 entitled *Guidelines on the Enhanced School Improvement Planning (SIP) Process and the School Report Card*; Unnumbered Memorandum from the Office of the Assistant Secretary for Project Management, BHROD, and Field Operations entitled *School Improvement Plan (SIP) Instructional Videos, Styleguide, Appraisal Process, and Quality Assessment (QA) Tool*; and Baguio City Budget Memorandum Circular No. 2021-01 entitled *Guidelines in the Preparation of the CY 2022 Budget Proposals dated 16 June 2021*; the field is informed of the **submission of Program/Project/ Activity (PPA) Proposals for 2022 charge to Special Education Fund/General Fund and School Annual Implementation Plan (AIP) for School Year (SY) 2021-2022.**
2. The submission of two (2) Program/Project/ Activity (PPA) Proposals for 2022 charge to Special Education Fund/General Fund for every school will be **on or before 3 August 2021 through google sheet link: <https://bit.ly/schoolPPAsSEF-GFproposals2022>.**
3. All submitted school PPA proposals to be charged to SEF/GF based on School Improvement Plans will be subjected for prioritization scheme in the Division level. Further, it is expected that these PPAs are to be included in the School AIP for SY 2021-2022.



"DepEd SDO Baguio City: We Serve, We Care."

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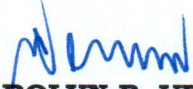



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4. The submission of School Annual Implementation Plan (AIP) for School Year (SY) 2021-2022 to the Division Office through the Public School District Supervisors in-charge of each district will be **on or before 23 August 2021**.
5. Together with the accomplished AIP Review tool by the PSDSs, the school AIPs will be forwarded to School Governance and Operations Division (SGOD) - Planning and Research (PR) for review and endorsement to the Management for approval. Enclosures for AIP preparation are as follows:
 - Enclosure 1 – School AIP SY 2021-2022 Template
 - Enclosure 2 – School AIP Review Tool
6. Immediate and wide dissemination of this Memorandum is required.


MARIE CAROLYN B. VERANO, CESO V
Schools Division Superintendent 





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Department of Education
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 Schools Division Office of Baguio City
 <NAME OF SCHOOL>

ANNUAL IMPLEMENTATION PLAN
School Year 2021-2022

School Improvement Project Title	Project Objective	Output For the Year	Activities	Person/s Responsible	Schedule/ Venue	Budget per Activity	Budget Source
A. EXPAND ACCESS TO BASIC EDUCATION							
1. Expand Coverage of Inclusion Programs							
Sample: 1. Pre-enrolment campaign	School age children in the community for SY 2021-2022 mapped	<ul style="list-style-type: none"> List of mapped school age children in the community 	1. Map school age children in the community for SY 2021-2022	<ul style="list-style-type: none"> School Head Teachers 	January 2021 / (online /offline platforms)	0.00	N/A
			2.	•		50,000.00	MOOE

2. School-based Feeding Program	School-based Feeding Program implemented	<ul style="list-style-type: none"> List Recipients Nutritional Status Report Receiving List 	Implement School-based Feeding Program	<ul style="list-style-type: none"> School Head SBFP Coordinator Parents 	October 2021 to June 2022	21,600.00	SBFP
2. Expand access to Secondary Education (if applicable)							
		•		•			
3. Provide non-Classroom Facilities in remote and isolated schools (if applicable)							
		•		•			
4. Improve Partnership Building and Linkages							
		•		•			•
B. IMPROVE QUALITY AND RELEVANCE							
1. Maintain Ideal Ratios of Basic Education Inputs							
2. Improve Quality of Teachers							
3. Enrich Curricula to Address Cross-cutting Issues and Foster Critical Thinking towards Liberating Basic Education							
C. MODERNIZE EDUCATION MANAGEMENT AND GOVERNANCE							
1. Automate Core Systems and Processes (e-governance)							
2. Improve Procurement and Finance Process							
3. Accelerate Research and Development							

(logo and address of school)

4. Improve DepEd Independence from Interference							
5. Improve Human Resource and Development							
6. Administration and Support							
1. Postage of SF 10 for transfer out learners	SF 10 for transfer out learner delivered	Postage receipt	Deliver School Form(SF) 10 of transfer out learner through courier	-School Head -LIS Coordinator -Advisers	October – December 2021	10,000.00	MOOE

Prepared by:

(School Head)

Reviewed:

(PSDS)

Recommending Approval:

(ASDS)

Approved:

(SDS)

(logo and address of school)



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SCHOOL ANNUAL IMPLEMENTATION PLAN (AIP) REVIEW FORM

School: _____

INDICATORS								COMPLIED	PARTIALLY COMPLIED	NOT COMPLIED	REMARKS
1. Template is based on DepEd Order 44, s. 2015 updated on 27 February 2019.								<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
ANNUAL IMPLEMENTATION PLAN SCHOOL YEAR _____											
SCHOOL IMPROVEMENT PROJECT TITLE	PROJECT OBJECTIVE	OUTPUT FOR THE YEAR	ACTIVITIES	PERSONS RESPONSIBLE	SCHEDULE/ VENUE	BUDGET PER ACTIVITY	BUDGET SOURCE				
Prepared by: (School Head)				Reviewed: (PSDS)							
Recommending approval: (ASDS)				Approved: (SDS)							
2. Programs/Projects/Activities (PPAs) are aligned with the School Implementation Plan (SIP).								<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Programs/Projects/Activities (PPAs) are aligned with the Office Performance Commitment and Review Form (OPCRF) of the school.								<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Programs/Projects/Activities (PPAs) are adjusted in line with the Basic Education Learning Continuity Plan (BE-LCP) of the school.								<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Work Financial Plan for the fiscal year is aligned with the Programs/Projects/Activities (PPAs) of the school.								<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Other observations/opportunities for improvement:											

Note: Any noted non-compliance from the indicators will be returned to the school for update/revision/alignment.

Evaluators:

Public Schools District Supervisor
District: _____
Date: _____

REYNALYN T. PADSOYAN
Senior Education Program Specialist
Plannings and Research
Date: _____

CHRISTOPHER C. BENIGNO
OIC - Assistant Schools Division Superintendent
Date: _____

