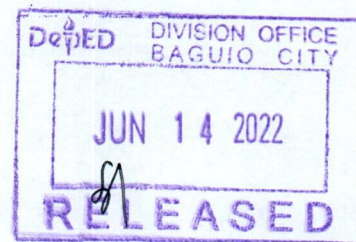




Republic of the Philippines
Department of Education
Cordillera Administrative Region
SCHOOLS DIVISION OFFICE OF BAGUIO CITY



13 June 2022

DIVISION MEMORANDUM
NO. 170, s. 2022

**EXTENSION OF SUBMISSION OF SCHOOL IMPROVEMENT PLAN (SIP) 2022-2025 AND
NOTICE OF MEETING TO DIVISION APPRAISAL COMMITTEE (DAC)**

To : All School Improvement Plan (SIP) Division Appraisal Committee (DAC)
All Public Schools District Supervisors
Others Concerned

1. In reference to Division Memorandum No. 32, s, 2022 entitled *Reorientation and Crafting of School Improvement Plan (SIP) 2022-2025*, **please be informed that the submission of the School Improvement Plan (SIP) 2022-2025 is extended until 18 July 2022. This is to provide the School Planning Team for enough time to craft their SIPs.**
2. Further, this Office through the School Governance and Operations Division (SGOD)- Planning and Research Section (PRS) will conduct an **orientation to all SIP Division Appraisal Committee (DAC) on 21 June 2022, 1:30 PM to 4:00 PM through Zoom.**
3. Zoom details for SIP Orientation to DAC are as follows:
Link: <https://tinyurl.com/SIPDACOrient>
Meeting ID: 829 0164 0959
Passcode: P8n2Ph
4. For other details, please refer to the following Enclosures of this Memorandum:
Enclosure 1 - Indicative Orientation Matrix
Enclosure 2 - SIP Division Appraisal Committee
Enclosure 3 - Adjusted SIP 2022-2025 Crafting Timelines
5. Immediate and wide dissemination of this Office Memorandum to all concerned is required.

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



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Address: 82 Military Cut-off Road, Baguio City
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Enclosure 1 to Division Memorandum ____, s.2022

SCHOOL IMPROVEMENT PLAN (SIP) 2022-2025
ORIENTATION TO DIVISION APPRAISAL COMMITTEE
21 June 2022, 1:30 PM to 4:00 PM

INDICATIVE ORIENTATION MATRIX

TIME	ACTIVITY/PERSON-IN-CHARGE
1:30 PM - 1:40 PM	Preliminaries Nationalistic Song (AVP) Prayer (AVP)
1:41 PM - 1:50 PM	Statement of Purpose/Message Christopher Benigno, CESO VI Assistant Schools Division Superintendent
1:51 PM - 3:00 PM	SIP Review Process, Technical Aspects, and Assignments Reynalyn T. Padsoyan Senior Education Program Specialist Planning and Research
3:01 PM - 3:55 PM	Open Forum/ Other Matter
3:56 PM - 4:00 PM	Closing Prayer



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Enclosure 2 to Division Memorandum 170, s.2022

SCHOOL IMPROVEMENT PLAN 2022-2025
DIVISION APPRAISAL COMMITTEE

NAME	POSITION / DESIGNATION	FOCUS CHAPTER/S FOR REVIEW
Federico P. Martin, EdD, CEEd, CESO V	Schools Division Superintendent	Approving Authority
Christopher C. Benigno, PhD	Assistant Schools Division Superintendent	1-4
Niño M. Tibangay, PhD	Chief Education Supervisor School Governance and Operations Division (SGOD)	1-4
Juliet C. Sannad, EdD	Chief Education Supervisor Curriculum Implementation Division (CID)	1-4
Lourdes B. Lomas-e, EdD	Public Schools District Supervisor	1-2
Brendalee C. Awingan, PhD	Public Schools District Supervisor	1-2
Jayrerose S. Guevara, PhD	Public Schools District Supervisor	1-2
Jimmy S. Santos	Project Development Officer II	2 on Priority Improvement Areas (PIAs)
Niño M. Tibangay, PhD	Chief Education Supervisor School Governance and Operations Division (SGOD)	2-3
Olivia O. Gomez	Planning Officer III	2-3
Reynalyn T. Padsuyan	Senior Education Program Specialist – Planning and Research	2-3
Lilibeth G. Degsi	Accountant III	3 on financial aspect
Asuncion C. Saguid	Senior Education Program Specialist – School Management, Monitoring and Evaluation	4
Jocelyn C. Coldeg	Education Program Specialist II	4
All Public Schools District Supervisors in charge of district	Public Schools District Supervisors	1-4

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Enclosure 3 to Division Memorandum ____, s.2022

ADJUSTED SIP 2022-2025 CRAFTING TIMELINES

ACTIVITY	ADJUSTED TIMELINE	OFFICE/COMMITTEE IN CHARGE
Reorientation on School Improvement Plan 2022-2025	9-11 February 2022	SGOD – Planning and Research Section
Crafting of SIP 2022-2025	14 February 2022 to 15 July 2022	School Planning Team (SPT)
Submission of SIP 2022-2025 to Division Office	On or before 18 July 2022	Schools/SGOD-PRS
SIP 2022-2025 review and technical assistance, if needed	19 July 2022 to 5 August 2022	SIP DAC
Revisions of SIP 2022-2025, if any	6 August 2022 to 12 August 2022	School Planning Team (SPT)
Submission/receiving of revised SIP 2022 -2025, if applicable	15 August 2022	Schools/SGOD-PRS
Approval of SIP 2022-2025	16 August 2022 to 30 August 2022	SIP DAC/ Approving Authority
Start of release of approved SIP 2022-2025 and Certificate of Acceptance	31 August 2022 onwards	SGOD-PRS



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