



Republic of the Philippines
Department of Education
 REGION IV-A CALABARZON
 CITY SCHOOLS DIVISION OF THE CITY OF TAYABAS

20 MAY 2022

DIVISION MEMORANDUM

No. 331 s. 2022

**RE-SKILLING OF SCHOOL PLANNING TEAM FOR SCHOOL IMPROVEMENT
 PLAN (SIP) PREPARATIONS, SY 2022-2025**

To: OIC-Assistant Schools Division Superintendent
 Chief Education Supervisors
 Heads of Public Elementary & Secondary Schools
 All Others Concerned

1. Pursuant to Republic Act No. 9155 known as the Governance of Basic Education Act of 2001 and with reference to DepEd Order No. 44, s. 2015 titled "Guidelines on the Enhanced School Improvement Planning (ESIP) Process and the School Report Card (SRC), schools are mandated to prepare SIP.
2. Relative thereto, the SGOD- Planning and Research Section in collaboration with the School Management, Monitoring and Evaluation Section will conduct an activity titled "Re-Skilling of School Planning Team for School Improvement Plan (SIP) Preparations, SY 2022-2025 to be held on May 25-27, 2022. Participants in this activity are all heads of public elementary and secondary schools and Administrative Officers II. The venue and final list of participants will be announced in a separate advisory.
3. This activity aims to:
 - a. gain a deeper understanding of the Strategic Goals of DepEd on the next new normal based on 4 pillars;
 - b. craft school's PPAs anchored on **#Magiting Ako Tayabasin Ako** Flagship Program of the Schools Division Office;
 - c. develop ESIP based on set standards and;
 - d. appreciate the importance of ESIP planning for the next three years.
4. A registration fee amounting to Two Thousand Four Hundred Pesos (**P2,400.00**) per participant shall be collected to cover meals (Breakfast, AM Snacks, Lunch, and PM Snacks) chargeable against the school and division MOOE subject to usual accounting and auditing rules and procedures.
5. Immediate dissemination of this Memorandum is desired.


NATIVIDAD P. BAYUBAY, CESO VI
 Schools Division Superintendent



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