



Republic of the Philippines
Department of Education
Region VI - Western Visayas
SCHOOLS DIVISION OF CAPIZ

March 15, 2023

DIVISION MEMORANDUM
NO. 126, s. 2023

**APPRAISAL CUM PROVISION OF TECHNICAL ASSISTANCE ON THE
PREPARATION OF THE 2023-2028 SCHOOL IMPROVEMENT PLANS (SIP)**

To: OIC, Office of the Asst. Schools Division Superintendent
Chief Education Supervisors
Curriculum Implementation Division
School Governance and Operations Division
Education Program Supervisors
Public Schools District Supervisors/OIC of the Districts
Heads of Public Elementary, Secondary and
Integrated Schools
All Others Concerned

1. In consonance with DepEd Order No. 24, s. 2022 titled "Adoption of the Basic Education Development Plan 2030", schools shall develop their School Improvement Plan (SIP) aligned to the Division Education Development Plan (DEDP) to ensure that schools have appropriate programs, projects and activities making the teaching and learning process more effective and inclusive and will contribute towards the attainment of our key result areas in basic education.
2. Anent this, this Office through the Research and Planning Section of the School Governance and Operations Division will conduct a Division Appraisal Cum Provision of Technical Assistance on the preparation of the 2023-2028 SIPs by cluster from April 12-27, 2023.
3. This activity aims to:
 - a. appraise/evaluate draft SIPs; and
 - b. give technical assistance to school heads in the finalization of their SIP.
4. Attached is the list of clusters with corresponding participants and schedule. Strictly **no proxy allowed**.
5. The participants are requested to bring the following:
 - a. printed and soft copy of their draft SIP; and
 - b. laptop and extension cord.
6. Expenses relative to the conduct of this activity shall be charged against the Division MOOE funds, subject to usual accounting and auditing rules and regulations.
7. It is expected that in the conduct of this activity, all involved must adhere to minimum health and safety protocols set by the Inter-Agency Task Force





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on the Management of Emerging Infectious Diseases (IATF) and the Department of Health (DOH).

8. Immediate dissemination of and compliance with this Memorandum are desired.


MIGUEL MAC D. APOSIN EdD, CESO V
Schools Division Superintendent 



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Enclosure No. 1 to SDM No. 126, s. 2023

LIST OF CLUSTERED DISTRICTS AND SPECIFIED DATE OF ATTENDANCE

Name of Districts	Facilitators	Scheduled Date
Cluster 1 Panay (Host District) Panitan Pontevedra All Sec. Schs & IS of the three (3) districts including Capiz NHS	Eddie Arcenas/Dr. Donald Delmo Lorna Bonilla Dr.Saturnina Mayo/Dr.Noebebita Myrthyl Coching Charlie Begas	April 12, 2023
Cluster 2 Pres. Roxas (Host District) Pilar Maayon All Sec. Schs. & IS of the three (3) districts	D.Erda Buenfe/Cecil Ortencio Dr.Ellen Rodriguez/Benny Blancaver Jonel Sembrano/Gemma Deseo Dr.Leowel Batuigas/Dr.Aida Villanueva	April 13, 2023
Cluster 3 Sigma (Host District) Dao Ivisan All Sec. Schs. & IS of the three (3) districts	Dr.Jocelyn Luching/Dr.Janeth Palomo Dr.Monina Aleligay/Dr.Roda Tolosa Juvy Baranda/Luz Taytayon Dr.Rosien Cebal/Dr.Teresita Barrio	April 19, 2023
Cluster 4 Sapian (Host District) Mambusao West Mambusao East All Sec. Schs. of the three (3) districts	Julius Enriquez/Marissa Olilang Dr.Jessica Lapena/Jocelyn Bayot Dr.Violabel Navarra/Dr.Rona Overencio Dr.Estela Fano	April 20, 2023



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Name of Districts	Facilitators	Scheduled Date
Cluster 5 Cuartero (Host District) Dumalag Dumarao All Sec. Schs. of the three (3) districts	Romy Bermudo Dr.July Falagne/Marilyn Fortaleza Dr.Sonora Ledesma/R.Villalva Expectacion Lacbanes	April 26, 2023
Cluster 6 Jamindan Tapaz East Tapaz West All Sec. Schs. of the three (3) districts	Roger Llorito/Dr.Gina Artuz Annabelle Basan/Dr.Connie Galupar Dr.Glenda Gervero Dr.Emmie Garbosa	April 27, 2023

Note: Venue should be at the Central Schools.

Division SIP Appraisal Committee

Ma, Lunie B. Sampani CPA,MPA - Asst. Schools Division Superintendent
Marlon P. Destreza EdD - Chief, SGOD
Segundina F. Dollete EdD - Chief, CID
Maggie A.Obligacion PhD - SEPS, P & R
Ronald Dile - SEPS, SMME
Nenito Dacles - AO V- Budget Officer



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