



Republic of the Philippines
Department of Education
Region III
SCHOOLS DIVISION OF BULACAN

August 31, 2022

DIVISION MEMORANDUM

No. 292, s. 2022

**EDUCATIONAL PLANNING ON PREPARATION FOR THE SCHOOL
IMPROVEMENT PLAN (SIP) 2022 – 2025**

To: Assistance Schools Division Superintendents
Division Chiefs
Education Program Supervisors
Public Schools District Supervisors
Select School Heads from the Elementary and Secondary Levels
All Others Concerned

1. Anent to DepEd Order 24, s 2022, the Department of Education (DepEd) will be implementing the 2022–2030 Basic Education Development Plan (BEDP) to continue the goal of the Department that all Filipinos can realize their full potential and contribute meaningfully to a cohesive nation through the protection and promotion of the right to quality education. The BEDP anchors on the Sulong Edukalidad Framework, the Philippine Development Plan and Ambisyon 2040, and the commitments in the Sustainable Development Goals (SDG) 2030 and provides a strategic roadmap for the Department to follow to improve the delivery and quality of basic education and the experience of learners in the basic education learning environment. Likewise, all schools are mandated to develop their own School Improvement Plan (SIP) for School Year 2022 – 2025 which is anchored on the Division Education Development Plan (DEDP) 2022 - 2028. Hence, an educational planning on the preparation of the said School Improvement Plan (SIP) shall be conducted on October 11-12, 2022 at 8:00AM at a venue to be announced later.
2. This educational planning aims to:
 - review the unit performances through the accomplishment and SMEA reports, targets set from the previous School Improvement Plan (SIP), Annual Implementation Plan (AIP), and present Learning Recovery Plan;
 - discuss the strategic directions, priorities, and targets in the in the Basic Education Development Plan 2022 – 2030, Regional Development Plan 2022- 2028, and Division Education Development Plan 2022 – 2028; and
 - Provide inputs on planning and budgeting, and in crafting the School Improvement Plan (SIP) 2022 – 2025.
3. Participants to this activity are the following:
2 Assistant Schools Division Superintendents
2 Chief Education Program Supervisors (CID and SGOD)
10 Division Program Supervisors





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33 Public Schools District Supervisors
33 Elementary School Heads (to be Identified by the PSDSes)
6 EDDIS Chairs from the Secondary Group
4 PESPA Presidents and Vice Presidents (Elem. and Sec.)
1 Division Accountant
1 Division ICT Officer
4 Personnel from SMME and Planning and Research (SEPS and EPS II)
4 Members of the Work Committee
Total of 100 Participants

4. All participants are expected to bring laptop with the necessary data needed in the development of School Improvement Plan. Likewise, after the conduct of this activity, all participants are expected to conduct district level (for the elementary group) and EDDIS level (for the secondary group) echoing to assist and provide technical assistance among school heads in the preparation of their School Improvement Plan. Submission of the said SIP shall be in BookForm on or before September 30, 2022, both in soft and hard copies.
5. Attached is Enclosure No. 1, Conference Matrix for reference.
6. This Memorandum shall serve as the travel authority of all participants.
7. It is expected that all participants observe the minimum health standard protocols in compliance to Inter-Agency Task Force (IATF) policies under Alert Level as pre-emptive interventions to combat COVID 19.
8. All expenses to be incurred in the conduct of the aforesaid activity including venue, meals and snacks shall be charge against division MOOE subject to usual accounting/auditing rules and regulations.
9. It is desired that this Memorandum shall be given wide dissemination.


ZENIA G. MOSTOLES, EdD., CESO V
Schools Division Superintendent





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Enclosure No. I to Division Memorandum No. 247 s. 2022

Educational Planning Matrix

| Time | Activities | In-charge |
|--------------|---|--|
| Day 1 | | |
| 8:00 – 8:30 | Registration | |
| 8:30 – 9:00 | Opening Program <ul style="list-style-type: none">National Anthem (AVP)Prayer (AVP)DepEd Bulacan March (AVP)Roll Call of ParticipantsWelcome RemarksInspirational MessageStatement of Purpose | Cecilia E. Valderama, PhD. Assistant Schools Division Superintendent Zenía G. Mostoles, EdD. CESO V Schools Division Superintendent Jay-Arr C. Tayao EPS – SGOD |
| 9:00 – 12:00 | Conference Proper <ul style="list-style-type: none">Presentation of the DEDP 2022 - 2028Review of the Accomplishment Report 2021/SMEA 2021Review of the LRP 2022 – 2024Education 4.0 | Cecilia S. Custodio, PhD. Chief EPS – SGOD Ma. Lourdes J. Patag SEPS – SMME Gregorio C. Quinto, Jr., EdD. Chief EPS – CID Jay-Arr Songoyo, PhD. EPS - English |
| 12:00 – 1:00 | Lunch Break | |
| 1:00 – 2:00 | <ul style="list-style-type: none">Basic Education development Plan 2030Regional Development Plan 2028 | Rowena T. Quiambao, CESE Assistant Schools Division Superintendent Maribel Perez SEPS – Planning and Research |
| 2:00 – 3:00 | Presentation of Templates | Richard Biglete Division IT Officer |





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| | | Paulo Eduardo Cruz Planning Officer |
| 3:00 – 5:00 | Target Setting for the SIP 2022 – 2026 | Cecilia S. Custodio, PhD. Chief EPS – SGOD |
| Day 2 | | |
| 8:00 – 8:30 | Management of Learning | |
| 8:30 – 12:00 | Workshop/Planning Proper | |
| 12:00 – 1:00 | Lunch Break | |
| 1:00 – 4:00 | Presentation of Output | |
| 4:00 – 5:00 | Closing Program | |

