



Republic of the Philippines  
Department of Education  
REGION X1  
Division of Digos City

DIVISION MEMORANDUM

NO. 072, series 2016

TO: **PUBLIC SCHOOLS DISTRICT SUPERVISORS (DISTRICT FOCALS)**  
**DATU ROGER A. MANAPOL, PRINCIPAL 1V (DiCNHS)**

FROM:   
**DEE D. SILVA, DPA, CESO VI**  
Assistant Schools Division Superintendent  
Officer-In-Charge. 

SUBJECT: **ORIENTATION/TRAINING OF THE SCHOOL PLANNING TEAM AND OTHER STAKEHOLDERS ON THE CULTURE-RESPONSIVE/ANCESTRAL DOMAIN-BASED SCHOOL IMPLEMENTATION PLAN (SIP)**

DATE: February 5, 2016

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1. The Department of Education, Digos City Division will conduct an Orientation/Training of School Planning Team and Other Stakeholders on the Culture-Responsive/Ancstral Domain-Based School Improvement Plan on February 11, 2016, Thursday, 8:00am to 5:00 pm, at Nakayama Function Center, Mabini-Bataan Streets, Digos City.
2. Specifically, the activity aims to orient and train the School Planning Team, the school heads and the teachers, and other stakeholders on the Culture-Responsive/Ancstral Domain-based School Improvement Plan (SIP).
3. The participants to this orientation/training are the following:
  - 3 District Planning Officers
  - 1 Division Planning Officer
  - 15 School Planning Officers of the schools in attendance to the November & December 2015 IPEd seminars/trainings
  - 15 Public Elementary School Heads of the schools in attendance to the November & December 2015 IPEd seminars/trainings
  - 3 Public Schools District Supervisors
  - 1 IPEd Division Focal Person
  - 1 IPEd Division Alternate Focal Person(Datu Roger A. Manapol)
  - 2 teacher-documenters (Joy Jean Mabandos & Geoffrey Andrade)



- 1 representative from NCIP
- 1 representative form GSP
- 1 representative from BSP
- 1 IPMR, Barangay Ruparan
- 1 IPMR, Barangay Goma
- 1 IPMR, Barangay Dulangan
- 1 representative from the City Council
- 1 representative from the PTA Federation
- 3 IPED District Coordinators

(Note: The stakeholders will be informed through a letter by the Division IPED Focal Person)

4. School Heads are advised to assign an Officer-In-Charge who will look after the school during their attendance to the activity. Classes of those teachers attending the activity should also be arranged so that classes will not be adversely affected.
5. For purposes of follow-up in the preparation of a comprehensive, potential, and doable School Improvement Plan, school heads are further advised to bring soft and hard copies of their SIP, to help them stay on point and address other issues and concerns in line with SIP preparation.
6. Travel expenses, training materials, meals and snacks shall be charged against IPED Program Support Fund 2015 (Division- downloaded), subject to the usual accounting rules and regulations.
7. For dissemination and compliance.