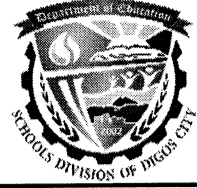




Republic of the Philippines
Department of Education
Region XI
SCHOOLS DIVISION OF DIGOS CITY
Digos City



DIVISION MEMORANDUM
No. 555, s. 2017

August 23, 2017

Finalization of the Division Education Development Plan (DEDP) 2017-2021

To: Chief Education Program Supervisors
Public Schools District Supervisors
Education Program Supervisors
Chiefs of Sections
All Others Concerned

1. This Office, through the DEDP Committee, will be finalizing the Division Education Development Plan (DEDP) through a series of workshops. First of the series is the workshop for the submission of the final drafts for all chapters and annexes of the plan.
2. The schedule of the workshop is on August 29 to 31, 2017 with the venue to be announced at a later date. Attached in Annex A is the list of participants and Annex B is the program of the said activity.
3. Teams are assigned to prepare the write-up for each chapter/part of the DEDP. The team leaders and program holders shall ensure that at the end of the workshop, the soft copies of the final drafts of their assigned part shall be forwarded to the DEDP committee. Attached in Annex C are the team/program holder assignments.
4. Prior to the conduct of the workshop, program holders have to fill-out the SPATRes template for the programs they are handling and prepare a PowerPoint presentation of the same using the template downloadable from our website. Attached in Annex D is a sample of a completed SPATRes template. Based on the previous DEDP workshops, the identified objectives and programs per thematic area is listed in Annex E.
5. Each workshop participant is required to bring their own laptop, internet connectivity, and extension wire.
6. Soft copy of the materials to be used in the workshop is available for download at the Division Office website.

Title: Workshop on the Finalization of the Division Education Development Plan (DEDP)
URL: www.depeddigoscity.org/training-materials/

7. For strict compliance and immediate dissemination.

WINNIE E. BATOON, EdD
Officer in Charge
Office of the Schools Division Superintendent

For and in the absence of the Officer in Charge
Office of the Schools Division Superintendent


FRANCIS JUDE D. ALCOMENDRAS
Administrative Officer V

Encls: List of participants, program of activity, team/program holder/committee
Assignments, SPATRes template, list of identified objectives and programs per thematic area
References: RA 9155
To be indicated in the Perpetual Index under the following subjects:
DIVISION EDUCATION DEVELOPMENT PLAN

xf: finalization of the division education development plan 2017-2021
23 August 2017

JepEd Schools Division Office

RELEASED 8339

Date: **AUG 23 2017** Time: **3:33 PM**

av: fv

ANNEX A
List of Participants

Workshop 1: August 29 - 31, 2017	
Description	Number of Participant/s
SDS Office, CID, and SGOD Personnel	
Schools Division Superintendent	1
Chief Education Program Supervisor	2
Education Program Supervisor (EPS)	9
Public Schools District Supervisor (PSDS)	10
Senior Education Program Specialist (SEPS)	3
Education Program Specialist II (EPS II) – SGOD	3
Education Program Specialist II (EPS II) – ALS	2
Division Engineer	1
DRRM Coordinator	1
Information Technology Officer	1
Project Development Officer (PDO) – LRMDS	1
Planning Officer III	1
YFP Coordinator	1
Chiefs (and assistants) of the following sections	
Accounting Section	2
Budget Section	2
Cash Section	1
Health and Nutrition Section	2
Human Resource & Management Office (Admin Section)	2
Records Section	1
Supply Section	1
Stakeholders	
Division President PESPA	1
Division President NAPSSHI	1
Division President PTA	1
City Federated Teachers Association Representative	1
Higher Education Institution Representative	2
TOTAL	53
In lieu of participants who will be out for the K to 12 training	
School Head of Senior High School in Digos City (Stand Alone)	1
School Head of Rizal CES	1
School Head of Digos City CES	1
School Head of Kapatagan NHS	1
School Head of Pedro V. Basalan ES	1

ANNEX B
Program of Activities

Workshop 1: August 29 - 31, 2017		
DAY 1		
Time	Activities	Person Responsible
07:30 – 08:00 AM	Registration	SGOD
08:00 – 08:15 AM	Preliminaries	Cecile C. Uy HRD
08:15 – 08:45 AM	Welcome Message & Direction Setting	Winnie E. Batoon SDS
08:45 – 09:45 AM	Performance Indicators (where are we?) (Presentation of PIs of the SDO for the past 5 years and 6 years onwards)	Airon M. Alejandro Planning Officer III
09:45 – 10:45 AM	SWOT Analysis Results (Presentation of the result of SWOT – what were the identified strengths and opportunities, weaknesses and threats?)	Airon M. Alejandro Planning Officer III
10:45 – 11:00 PM	Setting of objectives according to ACCESS, QUALITY, and GOVERNANCE	Xavier S. Fuentes DEDP Focal
11:00 – 12:00 PM	Presentation of Programs (for each presenter, there will be a 10-minute presentation and 20 minutes scrutiny by the reactor/body as to the relevance of the program, prevailing problem to be addressed, etc.) <ul style="list-style-type: none"> • English (Reactor: Luzminda B. Jasmin) • Filipino & Journalism (Reactor: Neil D. Bongcayao) 	Teams/Program Holders Facilitator: Patriotiso O. Peñas, PSDS
12:00 – 01:00 PM	Lunch Break	
01:00 – 05:30 PM	Presentation of Programs (continued) (for each presenter, there will be a 10-minute presentation and 20 minutes scrutiny by the reactor/body as to the relevance of the program, prevailing problem to be addressed, etc.) <ul style="list-style-type: none"> • LRMS & Reading (Reactor: Helen A. Casimiro) • MAPEH (Reactor: Zenaida G. Guya) • Math (Reactor: Ely G. Cataluña) • Science (Reactor: Cherry Rosette E. Oliva) • Social Studies (Reactor: Rosalinda C. Adlaon) • TLE (Reactor: Valeriano Y. Delos Reyes) • Values Education (Reactor: Rofelia De Mesa) • Kindergarten (Reactor: Arlene P. Barba) • Senior High School (Reactor: Raquel L. Cedeño) 	Teams/Program Holders Facilitator: Patriotiso O. Peñas, PSDS
DAY 2		
Time	Activities	Person Responsible
07:45 – 08:00 AM	Preliminaries	Cecile C. Uy HRD
08:00 – 12:00 PM	Presentation of Programs (for each presenter, there will be a 10-minute presentation and 20 minutes scrutiny by the body as to the relevance of the program, prevailing problem to be addressed, etc.) <ul style="list-style-type: none"> • IPed & Child Protection (Reactor: Eppie Grace E. Presto) • MTB-MLE (Reactor: Joan M. Niones) • ALIVE (Reactor: Mary Glor D. Tabanao) • ALS (Reactor: Patriotiso O. Peñas) • SPED (Reactor: Sollie B. Oliver) • DRRM (Reactor: Daisy P. Sanoy) 	Teams/Program Holders Facilitator: Zenaida G. Guya, PSDS

	<ul style="list-style-type: none"> • Health and Nutrition (Reactor: Reyzen O. Monserate) • Youth Formation (Reactor: Rofelia T. De Mesa) 	
12:00 – 01:00 PM	Lunch Break	
01:00 – 05:30 PM	<p>Presentation of Programs (continued) (for each presenter, there will be a 10-minute presentation and 20 minutes scrutiny by the reactor/body as to the relevance of the program, prevailing problem to be addressed, etc.)</p> <ul style="list-style-type: none"> • SBM (Reactor: Jessica G. Lucero) • GAD (Reactor: Felzev Lloyd C. Sayson) • Eco-Friendly (including Gulayan sa Paaralan Program) (Reactor: Elizabeth Bueron) • Guidance Program (Reactor: Ronilyn P. Nieves) • Continuous Improvement (CI) Program (Reactor: Beverly S. Daugdaug) • Planning & Research (Reactor: Cecile C. Uy) • SocMob (Reactor: Cherry Rosette E. Oliva) • M&E (Reactor: Ferna Renira T. Alde) • HRD (Reactor: Aleli M. Chiong) 	Teams/Program Holders Facilitator: Zenaida G. Guya, PSDS
DAY 3		
Time	Activities	Speaker / Lecturer/In-charge
07:45 – 08:00 AM	Preliminaries	Cecile C. Uy HRD
08:00 – 12:00 PM	<p>Presentation of Programs (for each presenter, there will be a 10-minute presentation and 20 minutes scrutiny by the body as to the relevance of the program, prevailing problem to be addressed, etc.)</p> <ul style="list-style-type: none"> • School Site (Reactor: Helen N. Franconas) • Physical Facilities (Reactor: Vicente C. Laburada) • ICT (Reactor: Xavier S. Fuentes) • Admin Section (AO V, HRMO) (Reactor: Imelda T. Cardines) • Accounting Section (Reactor: Francis Jude D. Alcomendras) • Budget Section (Reactor: Noreliza A. Misal) • Supply Section (Reactor: Vicente C. Laburada) • Records Section (Reactor: Francis Jude D. Alcomendras) 	Teams/Program Holders Facilitator: Ely G. Cataluña, PSDS
12:00 – 01:00 PM	Lunch Break	
01:00 – 02:00 PM	Chapter 1 Output Presentation	Sollie B. Oliver OIC – SGOD Chief
02:00 – 03:00 PM	Chapter 2 Output Presentation	Beverly S. Daugdaug, EdD CID Chief
03:00 – 04:00 PM	Submission of the final drafts of the chapters/parts/programs of the DEDP	Teams/Program Holders
04:00 – 04:30 PM	Presentation of the submitted final drafts of the chapters/parts/programs of the DEDP	Xavier S. Fuentes DEDP Focal
04:30 – 05:00 PM	Closing Program	Cecile C. Uy HRD

ANNEX C
Team/Program Holder/Committee Assignments

Chapter 1 – Situational Overview

Team Leader: SGOD Chief
Members:
All Senior Education Program Specialists
All Education Program Specialists II
Planning Officer III
Division DRRM Coordinator

Chapter 2 – Strategic Development Framework

Team Leader: CID Chief
Members:
All Education Program Supervisors
All Public Schools District Supervisors

Chapter 3 – Strategies, Programs, and Projects

Team Leader: Schools Division Superintendent
Assistant Team Leaders: CID and SGOD Division Chiefs
Members:
All Education Program Supervisors
All Public Schools District Supervisors
All Senior Education Program Specialists
All Education Program Specialists II
All other program holders
All other section chiefs

Annexes

- Master Plan – Planning Officer III
 - Division Annual Implementation Plan – Education Program Supervisor (SGOD)
 - DEDP Monitoring Plan – Monitoring & Evaluation Section
 - Technology Plan – Information Technology Officer
 - Senior High School Plan – Senior High School Coordinator
 - Social Mobilization & Networking Plan – Social Mobilization Section
 - Monitoring and Evaluation Plan – Monitoring & Evaluation Section
 - Human Resource and Development Plan – Human Resource Development Section
 - Results-based Performance Management System (RPMS) Plan – Human Resource Management Office
-

DEDP Committee:

Winnie E. Batoon, EdD - OIC, Officer of the Schools Division Superintendent – Chairperson
Members

Beverly S. Daugdaug, EdD – Chief, CID
Sollie B. Oliver – OIC Chief, SGOD
Neptune L. Tambilawan – Budget Officer
Ronald B. Dedace – SEPS, Human Resource Development
Xavier S. Fuentes – SEPS, Planning & Research
Airon M. Alejandro – Planning Officer III

Chief Editor: Sollie B. Oliver - OIC Chief, SGOD (with three writers)

**ANNEX D
SPATRes Template**

Name: Xavier S. Fuentes		Position/Designation: Senior Education Program Specialist – Planning & Research				
Program: Research Incubation Program for Educators (RIPE)						
Rationale: The program was designed to support the initiatives of the Department towards strengthening evidence-based policy development and decision-making through the conduct of research and the utilization of research results. Since 2015, the Planning & Research Section received a total of eight (8) completed research studies, comprising as little as 17.02% of the 47 submitted research proposals. The Research Incubation Program for Educators (RIPE) will capacitate teachers in the conduct of research enhancing the research output of the Division. Researchers will also have the opportunity to present their results for the utilization of decision makers in the organization.						
Strategy	Program	Activity	Task (and Time)			
S-P-A-T		People	Physical			
			Peso			
S1: Enhance the research output and research results utilization in the Division	P1: Research Incubation Program for Educators (RIPE)	A1: Capacitate research focal person in the school/department in conducting research	T1: Identify teachers who are willing to be trained in conducting research Time: June to July 2017 T2: Conduct a research training for the identified research focal persons Time: September 2017 T3: Creation of a division research manual Time: April to May 2018 T1: Conduct of division level research forum Time: May 2018	SEPS for Planning & Research SEPS for Human Resource Development 85 focal persons 15 facilitators/SDRC Secretariat 10 research presenters 10 technical working group members Schools Division Superintendent 2 Chief Education Program Supervisors 11 Education Program Supervisors 10 Public Schools District Supervisors 4 SGOD SEPS 6 Heads of Sections 6 School Heads 10 research presenters 10 technical working group members	Travel to districts Venue, meals, multimedia projector, equipment for multiple screen casting, laptop, internet connectivity Meals & snacks, internet connectivity, laptop, multimedia projector Venue, meals, multimedia projector, equipment for multiple screen casting, laptop, internet connectivity Meals & snacks, internet connectivity, laptop, multimedia projector Meals & snacks, internet connectivity, laptop, multimedia projector, printing of research journal	Php 40.00/district x 3 districts x 2 persons = Php 240.00 Php 380.00/person x 110 persons x 4 days = Php 167,200.00 Php 2,500.00 equipment for screen casting Php 160.00/person x 10 persons x 6 days = Php 9,600.00 Php 380.00/person x 50 persons = Php 19,000.00 Php 300.00/person x 10 persons x 6 days = Php 18,000.00 Php 250.00/copy x 20 copies = Php 5,000.00
		A2: Promote the utilization of research output in the Division	T2: Publication of research outputs through a division level research journal Time: June to July 2018			

ANNEX E

List of Identified Objectives and Programs per Thematic Area

ACCESS

- Objective: To improve the participation and enrolment rates by bringing in all children who are not in school
- Programs:
 1. Tungha Ta!
 2. Establishment of New Schools
 3. Malayo o Mahirap Man, Abot-Kamay Pa Rin
 4. Finding ALS Nemos

QUALITY

- Objective: To deliver quality basic education services relevant to the needs of the learners and of the community
- Programs:
 1. Muslim Education Program
 2. Go, IPED, Go! (IP Education Program)
 3. Bawat Bata, Mahalaga (SPED Program Expansion)
 4. i-Ed
 5. DRRM, GAD and Peace Ed in Schools
 6. SHS Pro-SURE Program (Skills Upgraded and Responsive for Employment)
 7. "Anak Mo, Protektado Ko"
 8. C4Life
 9. School PTAs: Our Partners
- Objective: To raise school/CLC performance and improve academic achievement
- Programs:
 1. Every Child A Reader Program (ECARP)
 2. PEA-NAT (Performing Excellence in Academics-NAT)
 3. ALS, Angat!
 4. Guro Para sa K-12

GOVERNANCE

- Objective: To ensure that the resources received from LGUs, CSOs, private sector and other stakeholders are appropriated and disbursed equitably to address the educational gaps in schools and sustain the PAPs for basic education
- Program:
 1. "Donasyon Pangangalagaan"
- Objective: To improve governance and transparency
- Programs:
 1. Haven for Us
 2. Partners in School Governance and Transparency
 3. Adopt-a-School Scheme
 4. School-Based Management Program (SBM)
 5. Cash Advance Mo, Sagot Mo
 6. PRISM (Performance Recognition Incentive for School Managers) - Performing school heads: on-time liquidation of MOOE, schools with awards and recognitions (Cash Advance Mo, Sagot Mo)
 7. Division Records Management System (DRMS)
 8. Online Information System
 9. Division AGILA Awards Program
 10. Partners Pa More!
 11. HRTD Initiatives

Programs to be included:

- Continuous Improvement Program
- Youth Formation
- Eco-Friendly Schools
- LRMDS