



Republic of the Philippines
Department of Education
REGION XI
SCHOOLS DIVISION OF DIGOS CITY

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

SGOD-2025-714

To : Assistant Schools Division Superintendent
SGOD & CID Chiefs
Public Schools District Supervisors
Public Elementary and Secondary School Heads
All Others Concerned

Subject : **PARTICIPATION IN THE CONDUCT OF WORKSHOP TITLED,
“FROM VISION TO ACTION: BUILDING SCHOOL CAPACITIES TO
PREPARE STRATEGIC PLANS”**

Date : June 5, 2025

Relative to DepEd Order No. 024, s. 2022, re: Adoption of the Basic Education Development Plan 2030 and Division Memorandum SGOD-2025-227, re: Attendance in the Conduct of “Reinforcing Division and School Based Capacity Building Initiatives on Planning Technologies”, SDO Digos City through the School Governance and Operations Division will conduct a workshop titled, **“From Vision to Action: Building School Capacities to Prepare Strategic Plans”** on **July 29-31, 2025** in a venue to be announced in a separate memorandum.

This activity is pursuant to Governance of Basic Education Act of 2001 (RA 9155) which states that schools shall have a single aim of providing the best possible basic education for all learners. Schools and learning centers are empowered to make decisions on what is best for the learners they serve. RA 9155 also entrusts to the school heads the authority, accountability, and responsibility to develop school education programs and sets of plans. Moreover, DepEd Order No. 024, s. 2022 stipulates that “All DepEd offices and units in all governance levels shall align their policies, plans and programs with the BEDP 2030.”

This activity aims to ensure that the School Improvement Plans (CY 2026-2028) are aligned with the Basic Education Development Plan (BEDP), DepEd’s 5-point agenda, and other DepEd’s objectives and priorities. Specifically, this activity aims to:

1. discuss the 5-point agenda of DepEd
2. upskill school heads’ capacity in the preparation and appraisal of strategic plans
3. align the **next cycle** of the Enhanced School Improvement Plans (CY 2026-2028) with the 5-point agenda of DepEd.



Address: Roxas cor. Lopez Jaena Street, Zone II, Digos City (8002)
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The School Improvement Plan (SIP) is a roadmap that lays down specific interventions with the help of the community and other stakeholders. It aims to improve the four key results in basic education: access, equity, quality, resiliency and well-being including governance.

SIP development process shall still be guided by the provisions of DO 44, s. 2015. The adjustment will be on the alignment of the plan with the BEDP Results Framework and minor adjustment in the SIP Outline to make it compliant to the BEDP Results framework stipulated in DO 24, s. 2022.

For more information relative to the aforementioned activity, kindly refer to the enclosures.

Enclosure 1: List of Participants

Enclosure 2: List of Resource Speakers

Enclosure 3: SIP Outline

Enclosure 4: List of Documents to bring during the workshop

Meals and snacks of the participants shall be charged against HRTD Funds (for PSDS and other identified Division Personnel) and School MOOE (for school heads). Travel and other incidental expenses relative to the conduct of the activity shall be charged to local funds subject to the usual accounting and auditing rules and procedures.

Furthermore, to support the preparation of the next cycle of the SIP by providing reference to past priorities, accomplishments, and gaps, all public schools under this Division are hereby directed to upload the **electronic copy** of the Enhanced School Improvement Plan (SY 2022-2025) to this link.
<https://tinyurl.com/SIP2022to2025DigosCity>.

Should you have any concern about this activity, please contact SGOD-EPS Cherrie Anne B. Bohol.

For the information of and compliance with by all concerned.

Schools Division of Digos City
RECORDS SECTION

Enclosed: As stated
SGOD/cab

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DATE: JUN 25 TIME: 4:25 PM
BY: [Signature]

[Signature]
MELANIE P. ESTACIO, PhD, CESO VI
Schools Division Superintendent

[Signature]
6/9/22



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Department of Education
REGION XI
SCHOOLS DIVISION OF DIGOS CITY

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Enclosure 1.

LIST OF PARTICIPANTS

“From Vision to Action: Building School Capacities to Prepare Strategic Plans”

| | Name | Position/ Designation | Office/District |
|----|--|---|------------------------|
| 1 | Melanie P. Estacio, PhD, CESO VI | SDS | SDO |
| 2 | Maria Genevieve T. Francisquete, EdD, CESO VI | ASDS | SDO |
| 3 | Sollie B. Oliver, JD, MATE | SGOD Chief | SDO |
| 4 | Neil Bongcayao | PSDS | Digos Oriental |
| 5 | Ferna Renira T. Alde | PSDS | Digos Oriental |
| 6 | Gervasio Salinas, Jr., PhD | PSDS | Secondary Schools |
| 7 | Jessica Lucero | PSDS | Secondary Schools |
| 8 | Cherry Rosette Oliva | PSDS | Digos South |
| 9 | Clarence Pillerin, EdD | PSDS | Digos Occidental |
| 10 | Mary Joy Fortun, EdD | PSDS | Digos Occidental |
| 11 | Ida Juezan, EdD | PSDS | Mt. Apo |
| 12 | Eleser D. Mateo | PSDS | Mt. Apo |
| 13 | Cherrie Anne B. Bohol | EPS, SGOD | SDO |
| 14 | Marjun Rebosquillo | SEPS, P&R | SDO |
| 15 | Airon Alejandro | Div. Planning Officer | SDO |
| 16 | Reyzen Monserate | SEPS, SMME | SDO |
| 17 | Cecile Uy | EPS II, SMME/TWG | SDO |
| 18 | Janice Alquizar | EPS II, HRD/TWG | SDO |
| 19 | Jose Israel Maravilles | PDO 1/TWG | SDO |
| 20 | Ronald Dedace | SEPS/TWG | SDO |
| 21 | Kristin Marie Y. Bejarin, RN Joel B. Gomito, RN Frances Millicent R. Durano, RN | NOD- July 29 NOD- July 30 NOD- July 31 | SDO |
| | ALL PUBLIC SCHOOL HEADS and 1 Non-teaching personnel each school (ADAS/AO/PDO2/Asst to the School Principal) except Digos City NHS and Don Mariano Marcos ES- with 2 NTP each | Note: All school heads will have an online meeting regarding this activity on June 20, 2025 at 1:00 p.m. The link will be provided in the GC. | |



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Enclosure 2.

LIST OF RESOURCE SPEAKERS

“From Vision to Action: Building School Capacities to Prepare Strategic Plans”
July 29-31, 2025

| Name | Designation | Office |
|-----------------------|--------------------------|----------------------|
| Cherrie Anne B. Bohol | EPS | SDO |
| Marjun Rebosquillo | SEPS-Planning & Research | SDO |
| Reyzen Monserate | SEPS-SMME | SDO |
| Airon Alejandro | Planning Officer | SDO |
| Noba J. Rubion | School Principal II | Digos City NHS |
| Eduardo Paller, Jr. | School Principal I | Pedro V. Basalan ES |
| Aldin Barsalote, Jr. | School Principal III | Digos City CES |
| Aimee Amor C. Porto | School Principal IV | Kapatagan NHS |
| Rizza Villaluna | School Principal III | Digos City Senior HS |

- Online meeting of resource speakers-
 - June 18, 2025 @ 1:00 p.m.
 - July 15, 2025 @ 1:00 p.m.



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Enclosure 3. SIP Outline

The SIP outline is provided for the school heads to have an overview of what is expected to be included during the workshop.

| Structure | Description |
|---|---|
| I – DepEd’s Vision, Mission and Core Values | Articulation of DepEd vision, mission and core values and how these will influence the school ways of doing things |
| II- School’s Current Situation | -Basic Education Situational Analysis -Situation analysis using the DO 44, s. 2015 process |
| a. Introducing the School | Description of the school which may include but not limited to: <ul style="list-style-type: none">•school physical environment•immediate community•LGU plans and development in the area•Economic growth and developments in the area•Natural and human-induced natural hazards•Key Stakeholders/ linkages |
| b. School Performance on Access | May include analysis of: <ul style="list-style-type: none">•Enrollment•Repetition rate•Simple dropout |
| c. School concerns on Equity and Inclusion | Analysis of issues on inclusion programs or initiatives: <ul style="list-style-type: none">• ALS• IPED• SNED• MEP• Multigrade & Flexible learning options (ADM) |
| d. School Performance on Quality | May include analysis of performance in: <ul style="list-style-type: none">•national achievement test, regional and division tests (if available) |



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| | |
|---|--|
| | <ul style="list-style-type: none">•awards and recognition•performance in ILSAs (International Large-Scale Assessments) (if the school has participated)•literacy and numeracy programs,•proficiency level•number of learners achieving at least 75% in standardized test |
| e. School concerns on Resilience and Well-being | Analysis of: <ul style="list-style-type: none">•nutritional status of learners•incidence of bullying•school hazards•mental and psychosocial condition including security and peace and order situation•number of learners involved in sports, mental and psychosocial activities, programs and projects |
| f. School concerns on governance | May include school resources analysis on: <ul style="list-style-type: none">•human resources•human development activities•school resources•development prospects•Basic ratios (Teacher to student ratio, Classroom to student ratio, seats to student ratio)•teacher performance•SBM degree of manifestation•partnerships, among others |
| g. Other Unique concerns | It may include very unique issues that are not captured in the 4 pillars |
| III- Improvement Plan | <ul style="list-style-type: none">a. Key Performance Indicators (targets)b. Priority Improvement Areas- strategies/school strategic directionsc. Key interventionsd. Six-Year Indicative Financial Plane. Year 1 Work and Financial Plan (Annual Implementation Plan) |



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| | |
|--|---|
| IV- School Monitoring and Evaluation and Adjustment (SMEA) | A systematic process for collection, collation, and analysis of key education data and information that will allow the SGC to determine the progress of SIP implementation based on targets. The main objective of the SMEA is to facilitate decision-making for a more relevant and responsive delivery of basic education services at the school level. |
| V- Risk Management Plan | These must include the registry of identified risks, its description and the strategic solutions to mitigate the impact of each identified risk. |



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Enclosure 4. List Of Materials to Bring During the Workshop

During the conduct of the workshop on July 29-31, 2025, school heads are requested to bring the following documents (either soft or hard copy):

1. List of SPT
2. Roles & Responsibilities of SPT
3. SPT Timetable
4. Documentation of Vision Sharing
5. Accomplished PIA templates
6. Data needed in Chapter 1 & 2 as presented in the SIP outline
7. Accomplished Child Friendly School Survey (Annex 2A of DO 44, s. 2015)
8. Accomplished Student-led School Watching and Hazard Mapping (Annex 2C)

Please bring with you a **laptop** and **extension wire**, too.



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Department of Education
DIGOS CITY DIVISION

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

SGOD-2025-279

To : Assistant Schools Division Superintendent
CID and SGOD Chiefs
Public Schools District Supervisors
School Heads

Subject : ATTENDANCE IN THE CONDUCT OF "REINFORCING DIVISION AND
SCHOOL BASED CAPACITY BUILDING INITIATIVES ON PLANNING
TECHNOLOGIES"

Date : April 21, 2025

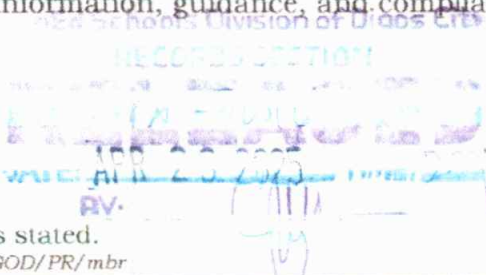
In reference to the attached Regional Memorandum PPRD-2025-029, re: "Reinforcing Division and School Based Capacity Building Initiatives on Planning Technologies", this Office directs all the identified personnel below to attend the series of training with their respective schedules at Emerald Hall, NEAP XI, Quirino Avenue, Davao City on July 2-4, 2025 (Batch 1) and July 8-10, 2025 (Batch 2).

The participants of the activity are the following:

| Schedule | Batch 1 |
|---|---|
| July 2-4, 2025 (Day 0- July 1, 2025) | 1. Sollie B. Oliver, JD, MATE, Chief ES, SGOD |
| | 2. Cherrie Anne B. Bohol, EPS- SGOD |
| | 3. Marjun B. Rebosquillo, SEPS-PR |
| | 4. Airon M. Alejandro, Planning Officer III |
| | 5. Eduardo P. Paller, Jr., Principal I- PVBES |
| | 6. Noba J. Rubion, Principal II- DiCNHS |
| July 8-10, 2025 (Day 0- July 7, 2025) | Batch 2 |
| | 1. Marjun B. Rebosquillo, SEPS-PR |
| | 2. Airon M. Alejandro, Planning Officer III |
| | 3. Aldin J. Barsalote, Principal III |
| | 4. Aimce C. Porto, Principal IV |
| | 5. Rizza L. Villaluna, Principal III |

Other contents of the attached memorandum are self-explanatory and explicitly discuss the inclusion of details.

For information, guidance, and compliance.



MELANIE P. ESTACIO, PhD, CESO VI
Schools Division Superintendent

Enclosed: As stated.
SGOD/PR/mbr



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Department of Education
 DAVAO REGION

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April 2, 2025

REGIONAL MEMORANDUM
 PPRD-2025-029

**REINFORCING DIVISION AND SCHOOL BASED CAPACITY BUILDING
 INITIATIVES ON PLANNING TECHNOLOGIES**

To: Schools Division Superintendents
 Chief Education Supervisor, PPRD, HRDD, QAD, FTAD

1. As part of the efforts to ensure that all education plans are aligned with the Department's objectives and priorities, the DepEd Regional Office XI, through Policy Planning and Research Division in collaboration with Human Resource and Development Division, will conduct a series of training titled **Reinforcing Division and School Based Capacity Building Initiatives on Planning Technologies** with 10 CPD Units at **Emerald Hall, NEAP XI, Quirino, Avenue, Davao City** on July 2-4, 2025 (Batch 1) and July 8-10, 2025 (Batch 2).
2. For information relative to the activity, refer to the enclosures.
3. Meals and accommodation shall be charged against HRTD funds while travel and other incidental expenses of the participants shall be charged against respective local funds subject to the existing accounting and auditing rules and regulations.
4. Immediate dissemination and strict compliance of this Memorandum is highly desired.

ALLAN G. FARNAZO
 Director IV [Signature]

Enclosed: As Stated
 ROP2/cadi

DEPARTMENT OF EDUCATION RO.

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BY: [Signature]

Date: APR 14 2025



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 Telephone Nos.: (082) 291-0051
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 Website: www.depedroxi.ph





Republic of the Philippines
Department of Education
DAVAO REGION

Enclosure 1

List of Participants and Program Management Team

**REINFORCING DIVISION AND SCHOOL BASED CAPACITY BUILDING
INITIATIVES ON PLANNING TECHNOLOGIES
July 2-4, 2025 (Day 0 – July 1, 2025)**

| Name | Designation | Office |
|---------------------------|---------------------------------------|------------------|
| Allan G. Farnazo | Regional Director | ORD |
| Rebonfamil R. Baguio | Assistant Regional Director | OARD |
| Cristy C. Epe | Schools Division Superintendent | ORD |
| Marilyn B. Madrazo, EdD | Program Manager | PPRD |
| Nelma Lyn R. Barnija | Program Manager | HRDD |
| Ronnie S. Mercado | Process Observers | FTAD |
| Aida P. Placencia, PhD | Process Observers | FTAD |
| Rubilyn Dee Amping | Process Observers | QAD |
| Jeoffrey L. Bernabe | Logistic Officer | HRDD |
| Esther Krysmaye A. Roble | Member Logistic Team | PPRD |
| Lou Jynne M. Masanguid | Member Logistic Team | PPRD |
| Cherry Ann D. Into, EdD | Learning Manager /Resource Speaker | PPRD |
| Darly D. Lamentac | M&E Coordinator Resource Speaker | QAD |
| Emmanuel Alpha D. Sicam | Resource Speaker | PPRD |
| Jomar Boy A. Cuyos, PhD | Resource Speaker | PPRD |
| Shella Lu M. Dela Cerna | Resource Speaker | PPRD |
| Erick S. Dalumpines, EdD | Resource Speaker | Panabo City |
| Joan Christella A. Cereno | Resource Speaker | Mati City |
| Marjun M. Rebosquillo | Resource Speaker | Digos City |
| Fritzi Ivy J. Dalangin | | Davao City |
| Shiela Cambunga | Member Technical Working Group | Davao De Oro |
| Suzzane Marie G. Dacuycoy | Documenters | Davao Del Norte |
| Ivy Rufin | Member Technical Working Group | Mati City |
| Jennifer Munion | Secretariat | IGACOS |
| Rheonald Ranra | | Davao Del Sur |
| Dr. Dick C. Navaja | | Davao Occidental |
| Remus Burgos Lumaya | Member Technical Working Group | Davao Oriental |
| Airon M. Alejandro | Documenter | Digos City |
| Ker Denzel G. Infesto | Welfare Officer | Panabo City |
| Roy Bania | | Tagum City |



Republic of the Philippines
Department of Education
DAVAO REGION

Enclosure 2

List of Participants and Program Management Team

**REINFORCING DIVISION AND SCHOOL BASED CAPACITY BUILDING
INITIATIVES ON PLANNING TECHNOLOGIES
July 8-10, 2025 (Day 0 - July 7, 2025)**

| Name | Designation | Office |
|---------------------------|------------------------------------|-------------|
| Allan G. Farnazo | Regional Director | ORD |
| Rebonfamil R. Baguio | Assistant Regional Director | OARD |
| Cristy C. Epe | Schools Division Superintendent | ORD |
| Marilyn B. Madrazo, EdD | Program Manager | PPRD |
| Nelma Lyn R. Barnija | Program Manager | HRDD |
| Ronnie S. Mercado | Process Observers | FTAD |
| Aida P. Placencia, PhD | Process Observers | FTAD |
| Rubilyn Dee Ampong | Process Observers | QAD |
| Jeoffrey L. Bernabe | Logistic Officer | HRDD |
| Esther Krysmaye A. Roble | Member Logistic Team | PPRD |
| Lou Jynne M. Masanguid | Member Logistic Team | PPRD |
| Cherry Ann D. Into, EdD | Learning Manager / Resource Speake | PPRD |
| Darly D. Lamentac | M&E Coordinator / Resource Speaker | QAD |
| Emmanuel Alpha D. Sicam | Resource Speaker | PPRD |
| Jomar Boy A. Cuyos, PhD | Resource Speaker | PPRD |
| Shella Lu M. Dela Cerna | Resource Speaker | PPRD |
| Erick S. Dalumpines, EdD | Resource Speaker | Panabo City |
| Joan Christella A. Cereno | Resource Speaker | Mati City |
| Marjun M. Rebosquillo | Resource Speaker | Digos City |

| List of School Heads | | | |
|----------------------|------------------------|-------------------------|-------------------------|
| SDOs | Elementary | Junior High School | Senior High School |
| Davao City | Vi-Cherry U. Ledesma | Janeth C. Musa | Joberth A. Sabanal |
| Davao De Oro | Judyland Yu | Chuchie F. Yog | Norman G. Jandog |
| Davao Del Norte | Rochelle R. Capon | Ramil M. Torsino | Rhoda N. Rosete |
| Davao Del Sur | Maryfel R. Padillon | Iris P. Espina | Jimmy Rey Cabardo |
| Davao Occidental | Aris Leo P. Fontanilla | Josie R. dela Cruz | Ervil Charles J. Millan |
| Davao Oriental | Judith E. Alvarez | Johnanne L. Uy | Helen A. Te |
| Digos City | Aldin J. Barsalote | Aimee C. Porto | Rizza L. Villaluna |
| IGACOS | Alrex J. Silawan | Michael Jay C. Lloveras | Alma S. Barbarona |
| Mati City | Ramil Awa-ao | Jonathan Dizon | Jorisam Rojas |
| Panabo City | Rosemarie S. Patriarca | Manuel M. Esperanza | Myrna E. Purificacion |
| Tagum City | Leonila C. Anonuevo | Jasmin M. Nesperos | Flordein Buyao |



Republic of the Philippines
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REINFORCING DIVISION AND SCHOOL BASED CAPACITY BUILDING INITIATIVES ON PLANNING TECHNOLOGIES
July 2-4, 2025 (Day 0 – July 1, 2025)

List of SDO and School Participants

| | | | | | |
|------------------|------------------------|------------------------|---------------------------|------------------------|---------------------|
| Davao City | Chief Maria Luz Tan | Jonas Piore | Mack Arthur C. Gamayot | Mary Jane S. Sarillana | Liberty R. Arellano |
| Davao De Oro | Chief Ruben Raponte | Wenefredo Talsan | Annaelyn M. Loreto | Judyland Yu | Norman H. Jandog |
| Davao Del Norte | OIC-ASDS James Veloso | Cristopher B. Gonzales | Melanie O. Mandin | Ramil M. Forsino | Allan J. Paglinawan |
| Davao Del Sur | Chief Rita Solano | Jessie S. Sajon | Kirk Sunny Gil P. Hernala | Carl Deck Cortes | Deanan H. A. Aragon |
| Davao Occidental | Chief Jesus Pascua Jr. | Elenita L. Bernales | Teresita T. Caballero | Arnold Q. Jimenea | Jeanilyn R. De Asis |
| Davao Oriental | Chief Ernesto Cabanes | Dr. Yvette M. Celmar | Rowil A. Thro | Jannel L. Goc-ong | Nora F. Palma Gil |
| Digos City | Chief Solie Oliver | Cherrie Anne B. Bohol | Marjun Rebosquillo | Eduardo P. Paller, Jr. | Noba Rubion |
| IGACOS | Chief Jay Nang | Junelo C. Fornolles | Graciela A. Robles | Ma. Riva R. Contreras | Joann M. Benoya |
| Mati City | Chief Jorlie S. Uy | Leo Siarot | Joan Christella Cereno | Elma A. Prudente | Jessica M. Lumapas |
| Panabo City | Chief Ailene Anoñuevo | Keren Luna | Erick S. Delumpines, EdD | Johanna P. Linterna | Chonalyn Doctora |
| Tagum City | Chief Josefina Palaca | Francisca R. Padlan | Joseph O. Chagas, EdD | Leonila C. Anoñuevo | Jasmin M. Nesperos |