



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

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

SGOD-2025-447

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

Subject : **ADDENDUM TO DIVISION MEMORANDUM SGOD 2025-314
RE: PARTICIPATION IN THE CONDUCT OF WORKSHOP TITLED,
FROM VISION TO ACTION: BUILDING SCHOOL CAPACITIES TO
PREPARE STRATEGIC PLANS**

Date : July 28, 2025

In reference to Division Memorandum SGOD 2025-314 dated June 5, 2025, the field is hereby informed that the venue of the said activity is at **Fabian's Catering Services**, 1012 Burgos Corregidor St., Zone 3, Digos City.

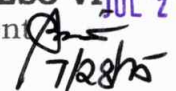
Mr. Peter-Jason C. Senarillos, SEPS-SMN is also instructed to attend in the said activity.

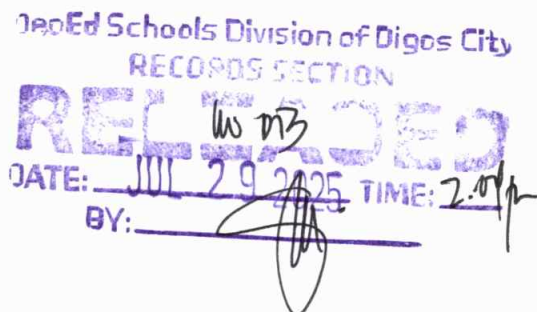
All other details of the previous memorandum remain in effect.

For information, guidance and compliance.


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

JUL 29 2025


7/28/25



Enclosed: As stated.
SGOD/cab



Address: Roxas cor. Lopez Jaena Street, Zone II, Digos City (8002)
Telephone Nos.: (082) 553-8375; (082) 553-8396



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.



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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

BY: 


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


6/9/22



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REGION XI
SCHOOLS DIVISION OF DIGOS CITY

Office of the Schools Division Superintendent

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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Republic of the Philippines
Department of Education
Digos City Division

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

SGOD-2025-072

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. Solie 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. Padler, Jr., Principal I- PVBS 6. Noha 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. Amice 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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Republic of the Philippines
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, JRDS, QAS, PTAD

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 I) and July 8-10, 2025 (Batch II).
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

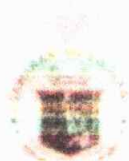
Enclosed: As Stated
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DEPARTMENT OF EDUCATION
REGIONAL OFFICE XI
 Davao City
 Date: April 14, 2025



Address: F. T. ...
 Telephone Nos. (082) 291-0051
 Email Address: ...
 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 Ampong	Process Observers	QAD
Jeffrey 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
Daryl D. Lamentac	M&E Coordinator/Resource Speaker	QAD
Emmanuel Alpha D. Sicam	Resource Speaker	PPRD
Jomar Boy A. Cuyos, PhD	Resource Speaker	PPRD
Shelia 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. Reboquillo	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	Documenters	Digos City
Ker Denzel G. Infiesto	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 Krysmave 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

List of School Heads			
SDOs	Elementary	Junior High School	Senior High School
Davao City	Vi-Cherry U. Ledesma	Jameth C. Musa	Jobberth A. Sabanal
Davao De Oro	Judyland Yu	Chadiah F. Yap	Norman G. Jandog
Davao Del Norte	Rochelle R. Capon	Ramon R. Torsico	Rhoda N. Rosete
Davao Del Sur	Marvyl R. Padillon	Jess M. Peralta	Jimmy Rey Cabardo
Davao Occidental	Aris Leo P. Fontanilla	Jose R. dela Cruz	Ervil Charles J. Millan
Davao Oriental	Judith E. Alvarez	Johnnie L. Uy	Helen A. Te
Digos City	Aldin J. Barsalote	Amel C. Cruz	Rizza L. Villaluna
IGACOS	Alex J. Silawan	Marissa M. C. Lorenzo	Alma R. Barbarona
Mati City	Ramil Awa-ao	Jenethan Diaz	Jorisam Rojas
Panabo City	Rosemarie S. Patriarca	Manuel M. Esperanza	Myrna E. Purificacion
Tagum City	Leonila C. Anonuevo	Joseph M. Alapinos	Florcan Buyao



Republic of the Philippines
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 DAVAO REGION

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 Flores	Mack Arthur C. Gamayon	Mary Jane S. Sarillan	Liberty E. Aralimo
Davao Occidental	Chief Angelito Repente	Wendell A. Calangui	Anna M. Loreto	Edy M. ...	Norman J. ...
Davao del Norte	Chief
Davao del Sur	Chief
Davao Oriental	Chief Jesus
Davao Oriental	Chief Ernesto Calabang	Dr. Yvette M. Colmac
Digos City	Chief Solie Oliver	Cherrie Anne ...	Marjun Relosquillo	Eduardo P. Paler, Jr	Nola Rubion
IGACDS	Chief Jay Nang	Junelo C. Porcelles	Graciela A. Robles	Ma. Jova P. Contreras	Joann M. Benoya
Mati City	Chief Jorlie S. Uy	Leo Siarot	Joan Christella Cereno	Elma A. Pudente	Jessica M. Lumapas
Panabo City	Chief Aileen Anofuevo	Keren Luna	Luck S. Dalumpines, EdD	Johanna P. Lirterna	Chenady Doctora
Tugum City	Chief Josefina Palaca	Francisca R. Padlan	Joseph O. Chagas, EdD	Leonila C. Anonuevo	Jasmin M. Nesperos