



Republic of the Philippines
Department of Education
Region VI-Western Visayas
SCHOOLS DIVISION OF KABANKALAN CITY

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

No. 501, s. 2022

DEC 02 2022

**CAPABILITY BUILDING ON THE DEVELOPMENT OF THE
2023-2028 SCHOOL IMPROVEMENT PLAN (SIP)**


To: OIC – Asst. Schools Division Superintendent
Chiefs, CID and SGOD
Public Schools District Supervisors
Education Program Supervisors
Public Elementary and Secondary School Heads
All Others Concerned

1. This Office, through the Policy, Planning and Research Division, will conduct a **Capability Building on the Development of the 2023-2028 School Improvement Plan (SIP)**.
2. This activity aims to:
 - a. capacitate the school heads on the development of the School Improvement Plan;
 - b. discuss the strategic directions, priorities, and targets as well as inputs on planning and budgeting of each plan; and
 - c. present, finalize, and submit the School Improvement Plan.
3. The participants shall observe the following timeline and venue:

Date	Participants	Venue
December 5, 6 and 7, 2022	School Heads of District I, IV and V PSDS EPS (Adoptive) Program Management Team SIP Core Team	Hans Guest House
December 6, 7 and 9, 2022	School Heads of District II and III PSDS EPS (Adoptive) Program Management Team SIP Core Team	Conference Hall, 2 nd floor of the new SDO Building

4. School Heads shall bring a copy of their School Improvement Plan (SIP) SY 2019-2022, School KPIs for the past 3 years, laptop, and extension cord.

5. Health and safety protocols shall be strictly observed on the duration of the activity.
6. All expenses incurred relative to this activity shall be charged to Division HRTD Fund subject to the usual accounting and auditing rules and regulations.
7. Immediate dissemination of and compliance with this Memorandum are desired.



NICASIO S. FRIO EDD, CESO VI
Assistant Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent

