



**Republic of the Philippines**  
**Department of Education**  
 Caraga Region  
**SCHOOLS DIVISION OF SURIGAO DEL SUR**

Division MEMORANDUM

No. 794, s. 2025

To: Chief of CID and SGOD  
 Public Schools District Supervisors/ District In-Charge  
 Elementary and Secondary School Heads  
 Division Planning Team

**ONLINE PRESENTATION OF THE STATUS OF THE CRAFTING OF THE  
 SY 2025-2028 SCHOOL IMPROVEMENT PLAN**

1. In line with the ongoing efforts to fast-track the finalization of the School Improvement Plan (SIP) for SY 2025–2028, all school heads are hereby directed to participate in the Online Presentation of the Status of the Crafting of the SIP on September 23–25, 2025, via Microsoft Teams.
2. This activity aims to:
  - a. Monitor the progress of SIP across schools.
  - b. Provide technical assistance and feedback.
  - c. Ensure timely submission of the complete SIP by the second week of October 2025
3. The presentation is as follows:

Group No.	Day 1	Day 2	Day 3
Group 1	Tagbina II Secondary Schools of Barobo	Tagbina I	Barobo
Group 2	Lanuza Madrid	Cantilan	Carmen Carrascal
Group 3	Hinatuan North Integrated Schools of Lingig II	Hinatuan South Lingig NHS, Barcelona CES MK Yusingco NHS, Barcelona NHS, Lingig CES	Lingig I Lingig II
Group 4	San Miguel II	Lianga	San Miguel I San Agustin
Group 5	Cortes Bayabas Gamut NHS, Purísima NHS, Gamut CES	Cagwait Marihatag	Tago



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4. Participants in this activity are the Division Planning Team, Public Schools District Supervisors/ District In-Charge, and Secondary and Elementary School Heads. Participants from the schools/districts will attend the presentation on their assigned dates only.
5. Each school is expected to provide the current status of its SIP, including accomplishments, challenges encountered, and next steps. Attached is the Outline of the Presentation.
6. Soft copies of the presentation shall be submitted one day before the presentation to this Google Drive - <https://tinyurl.com/Status-of-SIP-Crafting>
7. For Questions and Clarifications, you may contact Ucille P. Galvez, Senior Education Program Specialist – Planning and Research Unit, through email at [ucille.galvez@deped.gov.ph](mailto:ucille.galvez@deped.gov.ph) or mobile number 0966 397 3096.
8. Immediate and wide dissemination of this memorandum is highly desired.

**LORENZO O. MACASOCOL, PhD, CESO V**  
Schools Division Superintendent

Encl.: As Stated  
References: as stated  
To be indicated in the Perpetual Index  
Under the following subjects:

PLANNING

PLAN

SGOD/upg  
09/17/2025



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Enclosure A.

**Outline of the Presentation**

**I. Preparatory Activity**

- a. Annex 1A\_School Community Date Template
- b. Annex 1B\_Community Data Template
- c. Annex 2A\_Child Friendly School Survey (CFSS)
- d. Annex 2B\_Child Protection Policy Implementation Checklist
- e. Annex 2C\_Student Led School Watching and Hazard Mapping
- f. Annex 11\_School Report Card

**II. Chapter 1 (Department of Education's Vision, Mission, and Core Values Statement)**

- a. Documentation of the Vision Sharing activity, their aspirations for the school and learners, and their insights on DepEd VMV and Core Values
- b. List of roles and responsibilities of all SPT members
- c. SPT Timetable

**III. Chapter II (Assess)**

- a. School's Current Situation (brief discussion) with Initial List of Improvement Areas (PIAs) (Annex 3)
- b. List of PIAs (Annex 4)
- c. Results of the Listening to the Voice of Learners and Other Stakeholders, Analyzing the School Process and the Root Cause Analysis
- d. Annex 5 or Planning Worksheet - filled out with the following information: priority improvement areas, general objectives, targets, and root causes.

**IV. Chapter III (Plan)**

- a. List of Solutions
- b. Project Work Plan and Budget Matrix (Annex)
- c. Annual Implementation Plan Year 1 (Annex)

**V. Chapter IV (Monitoring and Evaluation)**

- a. Project Monitoring Report