



Republic of the Philippines
Department of Education
National Capital Region
DIVISION OF CITY SCHOOLS
Quezon City, Metro Manila



August 18, 2010

MEMORANDUM TO:

Asst. Schools Division Superintendents
Division/District Supervisors
Elementary and Secondary School Principals
Head Teachers/Teachers In-Charge
Heads of Units

REVISITING/READJUSTING OF SIPs WORKSHOP

In compliance with the DepEd BIAP and the Division BIAP the Division will conduct a 3-Day Workshop on the Revisiting/Readjusting of SIPs where the school heads as well as the members of their (SGC) School Governing Council (with at least 5 members) will have to revisit in order to readjust their SIP (School Improvement Plan) following the schedule stated in the enclosure.

The objective in this activity is for each of the schools to assess the progress of their programs, projects and other plans if already done or still to be done and to enlist the active participation of every member of the School Governing Council in undertaking the said activity.

The expected output is a refined/readjusted SIP together with the AIP (Annual Improvement Plan) and a School Project Proposal culled from the SIP as well.

The Assessment of the SBM Level of Practice is another output of this workshop where the stakeholders will be actively involved. Documents needed in assessing the SBM practice are to be brought to the venue of the workshop.

Attendees to this workshop are the ASDS/OICs in charge of the District, District Supervisors, Division Supervisors in districts where assigned, School Heads, Heads of Units and members of the SGCs.

No registration fee will be charged. Thus, there will be no provision for food. Everybody is to bring their own food.

Immediate and wide dissemination of this Memorandum is desired.

CORAZON C. RUBIO, CESO VI
Assistant Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent

DISTRICT	DATE	VENUE	PERSONS IN CHARGE	POSITION
CD I			DR. BETTY C. CAVO	ASDS
SD I	AUGUST 25 - 27, 2010	TBA (to be announced)	MRS. SHIRLEY L. GUILLERMO	ES - I
SD II	AUGUST 31 - SEPTEMBER 2, 2010			
SD III	SEPTEMBER 3, 6 & 7, 2010	TBA (to be announced)	DR. MA. VIOLETA M. TUPAS	ES - I
SD IV	SEPTEMBER 8 - 10, 2010			
SD I - IV			DR. MILAGROS A. QUIÑONES	PSDS
			MS. GLORIA HUERA	SCHOOL HEADS
			DR. MILAGROS SAN JUAN	SCHOOL HEADS
SD V	SEPTEMBER 13 - 15, 2010	TBA (to be announced)	MRS. PETRONILA GARCIA	PSDS
CD II - A			DR. AVELINA P. SALVADOR	ES - I (Supervisor In-Charge)
SD VI	SEPTEMBER 16, 17 & 20, 2010	TBA (to be announced)	DR. FLORENTINA S. GORROSPE (MRS. PETRONILA GARCIA SD VI)	ES - I
SD VII	SEPTEMBER 21 - 23, 2010			ES - I
SD VIII	SEPTEMBER 24, 27 & 28, 2010	TBA (to be announced)	DR. ESTRELLA C. MERCA	ES - I
SD IX	SEPTEMBER 29, 30 & OCTOBER 1, 2010			
SD V -VII			DR. LOURDES ABALOS	SCHOOL HEAD
			DR. ROMULO ROCENA	SCHOOL HEAD
SD VIII - IX			MRS. THELMA T. VILLALUNA	PSDS
CD II - B			DR. ROWENA A. CACANINDIN	ASDS
SD X	OCTOBER 4 - 6, 2010	TBA (to be announced)	DR. ADELINA A. SEBASTIAN	ES - I
SD XI - A	OCTOBER 7, 8 & 11, 2010	TBA (to be announced)	MR. REYNALDO F. SAN DIEGO	ES - I
SD XI - B	OCTOBER 12 - 14, 2010			
SD X			MRS. SERAFIA C. VARGAS	PSDS
SD XI - A			MRS. ZENAIDA R. SAN DIEGO	PSDS
SD XI - B			DR. ERLINDA S. JULIAN	ESP

DISTRICT	DATE	VENUE	PERSONS IN CHARGE	POSITION
CD III			DR. CECILIA DC. GERONIMO	ES - I (Supervisor In-Charge)
SD XII	OCTOBER 15, 18 & 19 , 2010	TBA (to be announced)	DR. MILAGROS V. REFERENTE	ES - I
SD XIII	OCTOBER 20 - 22, 2010			
SD XIV	NOVEMBER 3 - 5, 2010	TBA (to be announced)	MR. JUAN OBIERNA	DIVISION COORDINATOR
SD XV	NOVEMBER 8 - 10, 2010			
SD XII - XIII			DR. DARNA C. DIMAYA	PSDS
SD XIV - XVI			DR. LORNA A. DICCION	PSDS
CD IV			DR. LIGAYA A. REGIS	ES - I (Supervisor In-Charge)
SD XVI	NOVEMBER 11, 12, & 15, 2010	TBA (to be announced)	DR. PEDRO S. VEGIM	ES - I
SD XVII	NOVEMBER 16 - 18, 2010			ES - I
SD XVIII	NOVEMBER 19, 22, & 23, 2010	TBA (to be announced)	MRS. PORFIRIA P. SANTOS	ES - I
SD XIX	NOVEMBER 24 - 26, 2010			
SD XVI - XIX	PSDS AND ESP/SCHOOL HEAD IN CHARGE		MS. MERCURIA F. GANADEN	PSDS
			MS. MA. TRINIDAD FERRER	SCHOOL HEAD
			MS. RUBY DE JESUS	ESP