

**DIVISION MEMORANDUM**  
No. 024, s. 2026

**TRAINING-WORKSHOP ON THE DEVELOPMENT OF THE SCHOOL  
IMPROVEMENT PLAN (SIP) FOR SCHOOL YEARS 2026-2029**

To: Assistant Schools Division Superintendent  
Chief Education Supervisors, SGOD & CID  
Section Heads  
Public Elementary and Secondary School Heads  
School ICT Coordinators  
All Others Concerned

1. This issuance refers to DepEd Order No. 44, s. 2015 titled "Guidelines on the Enhanced School Improvement Planning (SIP) Process and the School Report Card (SRC)." This Office will conduct a 2-day training-workshop on the crafting and development of the School Improvement Plan for School Years 2026-2029 at LNNCHS Function Hall, Baroy, Lanao del Norte on January 26-March 2, 2026.
2. The said activity aims to:
  - a) Orient all school heads and ICT coordinators on the guidelines in crafting the School Improvement Plan (SIP),
  - b) Familiarize with the different key performance indicators that are necessary in the Assess and Plan phases of the SIP,
  - c) Identify and analyze the Priority Improvement Areas (PIA),
  - d) Review general objectives and targets, formulate solutions, and develop designs for the SIP, and
  - e) Prepare and finalize the School Improvement Plan and Annual Implementation Plan.
3. Attached are the list of participants and their respective schedules for reference. Two participants per school. Attendance is a must.
4. Each participant is charged with a registration fee of One Thousand Seven Hundred fifty Pesos (1,750.00) to defray the cost of venue, food, training supplies, and other operating expenses.
5. All ICT coordinators are advised to bring a copy of DepEd Order No. 44, s. 2015. All school heads are also advised to bring a copy of their current School



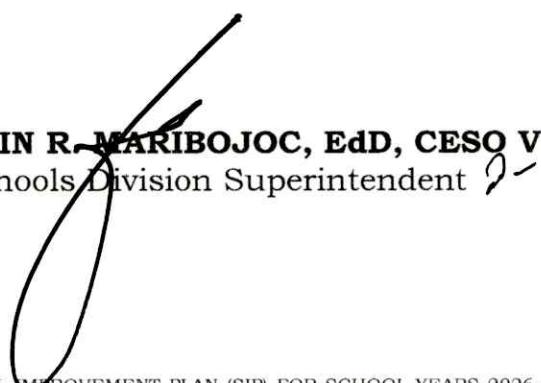
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Improvement Plan and the school's Key Performance Indicators (KPIs) for the School Years 2023-2026.

6. For clarification and information, please contact Dr. Bridget E. Abalorio, Senior Education Program Specialist for Planning and Research, at mobile number 09176520592.
7. Transportation, registration, and other incidental expenses shall be charged against School MOOE/local funds, subject to the usual accounting and auditing rules and regulations.
8. This Memorandum serves as the Authority to Travel of the concerned personnel.
9. For information and strict compliance.

**EDWIN R. MARIBOJOC, EdD, CESO V**  
Schools Division Superintendent 

Encl: None

Reference: As stated.

To be indicated in the Perpetual Index

under the following subjects:

SCHOOL IMPROVEMENT PLAN TRAINING-WORKSHOP  
Bridget/DM TRAINING-WORKSHOP ON THE DEVELOPMENT OF THE SCHOOL IMPROVEMENT PLAN (SIP) FOR SCHOOL YEARS 2026-2029  
January 12, 2026



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**PARTICIPANTS AND TRAINING SCHEDULES**

**Phase 1: Training-workshop**

<b>Municipality</b>	<b>No. School Heads</b>	<b>No. ICT Coordinators</b>	<b>PSDS</b>	<b>Schedules</b>
Batch 1:				
Sapad	14	14	1	January 26, 2026
Kauswagan	14	14	1	
Matungao	12	12	1	
Batch 2:				
Salvador	16	16	1	January 27, 2026
Tagoloan	13	13	1	
Magsaysay	10	10	1	
Batch 3:				
Baloi	27	27	1	January 28, 2026
Linamon	8	8	1	
Batch 4:				
Kapatagan	34	34	1	January 29, 2026
Batch 5:				
SND	35	35	1	January 30, 2026
Batch 6:				
Kolambugan	14	14	1	February 2, 2026
Baroy	16	16	1	
Tangcal	12	12	1	
Batch 7:				
Pantar	16	16	1	February 3, 2026
Nunungan	14	14	1	
Pantao Ragat	15	15	1	
Batch 8:				
Lala	30	30	1	February 4, 2026
Poonapiagapo	12	12	1	
Batch 9:				
Tubod	28	28	1	February 5, 2026
Maigo	13	13	1	



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Batch 10:				
Munai	19	19	1	
Bacolod	16	16	1	February 6, 2026

**Phase 2: Presentation and Evaluation**

<b>Municipality</b>	<b>No. School Heads</b>	<b>No. ICT Coordinators</b>	<b>PSDS</b>	<b>Schedules</b>
Batch 1:				
Sapad	14	14	1	
Kauswagan	14	14	1	February 16, 2026
Matungao	12	12	1	
Batch 2:				
Salvador	16	16	1	
Tagoloan	13	13	1	February 18, 2026
Magsaysay	10	10	1	
Batch 3:				
Baloi	27	27	1	
Linamon	8	8	1	February 19, 2026
Batch 4:				
Kapatagan	34	34	1	February 20, 2026
Batch 5:				
SND	35	35	1	February 23, 2026
Batch 6:				
Kolambungan	14	14	1	
Baroy	16	16	1	February 24, 2026
Tangcal	12	12	1	
Batch 7:				
Pantar	16	16	1	
Nunungan	14	14	1	February 25, 2026
Pantao Ragat	15	15	1	
Batch 8:				
Lala	30	30	1	
Poonapiagapo	12	12	1	February 26, 2026



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Batch 9:				
Tubod	28	28	1	February 27, 2026
Maigo	13	13	1	
Batch 10:				
Munai	19	19	1	March 2, 2026
Bacolod	16	16	1	

**TECHNICAL WORKING GROUP, FACILITATORS, AND RESOURCE PERSONS**

NAME	STATION/OFFICE
Maria Carmela T. Ablin	SGOD
Arlene D. Manginsay	SGOD
Emily S. Padayhag	OSDS
Bridget E. Abalorio	SGOD
Ivy T. Jumawan	SGOD
Rasmila M. Cosain	SGOD
Joandale L. Villajos	SGOD
Jovanny M. Pangasia	SGOD
Katherine Gay A. Putis	SGOD
Cashier Unit Personnel	OSDS
Cashier Unit Personnel	OSDS



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