DIVISION MEMORANDUM
No. 013, s. 2019

TO: Chief Education Supervisor, SGOD and CID
Secondary School Principals
Officers-in-Charge
Public Schools Only

POSTPONEMENT OF JANUARY 15 AND 17, 2019 SIP MEETING

Relative to the School Improvement Plan Meeting which was previously scheduled on January 15 and 17, 2019 is hereby postponed due to conflict of activities.

Enclosed is the revised schedule and activities.

Immediate and wide dissemination of this Memorandum is desired.

JOEL T. TORRECAMPO
Officer-In-Charge
Office of the Schools Division Superintendent
# MEETING ON THE PREPARATION OF THE ENHANCED SCHOOL IMPROVEMENT PLAN FOR 2019-2021

Presentation of Self-Evaluation Result and Review of E-SIP
January 14, 15 and 17, 2019

<table>
<thead>
<tr>
<th>Schedule</th>
<th>Participants</th>
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<tr>
<td>January 14, 2019</td>
<td><strong>1. School</strong>&lt;br&gt;Elementary School Heads (No Proxy Allowed) and 2 members of School Planning Team&lt;br&gt;&lt;br&gt;<strong>2. SDO Personnel</strong>&lt;br&gt;OIC-SDS, CID and SGOD Chiefs, PSDSs, EPSs, SEPS, Planning Officer, DRRM and EPS II Social Mobilization EPS II M and E and Engineer</td>
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<td>January 21, 2019</td>
<td><strong>1. School</strong>&lt;br&gt;Secondary School Heads (No Proxy Allowed) and 2 members of School Planning Team&lt;br&gt;&lt;br&gt;<strong>2. SDO Personnel</strong>&lt;br&gt;OIC-SDS, CID and SGOD Chiefs, PSDSs, EPSs, SEPS, Planning Officer, DRRM and EPS II Social Mobilization EPS II M and E and Engineer</td>
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<td>February 1, 2019</td>
<td><strong>1. School</strong>&lt;br&gt;Elementary and Secondary School Heads (No Proxy Allowed) and 1 member of School Planning Team&lt;br&gt;&lt;br&gt;<strong>2. SDO Personnel</strong>&lt;br&gt;OIC-SDS, CID and SGOD Chiefs, PSDSs, EPSs, SEPS, Planning Officer, DRRM and EPS II Social Mobilization EPS II M and E and Engineer</td>
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