



Republic of the Philippines
Department of Education
Region VII – CENTRAL VISAYAS
SCHOOLS DIVISION OF BOHOL

**Office of the Schools Division
Superintendent**

June 15, 2023

DIVISION MEMORANDUM
No. 0284 s, 2023

CONTINUOUS IMPROVEMENT (CI) PROGRAM DIVISION LEVEL SYMPOSIUM

**To: Schools District Supervisors/Acting PSDSs
School Heads
All Others Concerned**

1. In support of DepEd goals and objectives, this office, pursuant to DepED Order 44, series 2015, through the School Governance Operations Division, announces the **CI Program Division Level Symposium on June 30, 2023, and July 1, 2023 at Reyna's the Haven and Gardens, Tagbilaran City.**
2. This activity intends to achieve the following objectives:
 - 2.1 served as avenue for schools to showcase their CI experience and how the identified solution implemented following the CI process addressed performance issues and gaps.
 - 2.2 led schools, coaches, and trainers to track achievements, and best CI practices.
 - 2.3 allowed schools to replicate promising practices of CI teams and effective CI projects applicable in their contexts.
3. The schools to participate in the division symposium are the teams of the three CI projects from each congressional districts that passed documents review standards and onsite validation by the CI Technical Working Group. Schools of the selected CI projects shall be informed through another memorandum.
4. Attached is the list of participants, symposium mechanics, and criteria for selecting the best CI project, best presenter, and booth.
5. All concerned judges, assessors and consolidators are required to attend the Prewrite on **June 29, 2023 at Reynas the Haven and Gardens, Tagbilaran City.**
6. Teacher participants are entitled to a service credit while administrators/non-teaching personnel shall have the Compensatory Overtime Credits (COC) pursuant to CSC and DBM Joint Circular No. 2, series 2004, "Non-Monetary Remuneration for Overtime Services rendered".



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7. Relevant expenses such as travel, food, accommodation, materials, and other incidentals shall be charged against school/division MOOE and other local funds subject to the usual COA auditing rules and guidelines.
8. This Memorandum also serves as **Travel Order**.
9. For the guidance and compliance of all concerned.
10. Immediate dissemination of this Memorandum is directed.


EVANGEL M. LUMINARIAS PhD CESO V
Schools Division Superintendent



List of Participants

CD 1 PSDS	16
CD 2 PSDS	21
CD 3 PSDS	21
CD 1 CI teams (3)	12 (3 teachers per CI team and 3 SHs)
CD 2 CI teams (3)	12 (3 teachers per CI team and 3 SHs)
CD 3 CI teams (3)	12 (3 teachers per CI team and 3 SHs)
CD 1 Judges	Cerlito Romero
	Casiana Tatad
	Ester Mingoc
CD 2 Judges	Rachel S. Briones
	Clemente Intong
	Ma. Rosanna Dablo
CD 3 Judges	Vivian Samputon
	Edjelbert Tesorio
	Leah Vanessa Aton
Best Presenter Assessors	Alice Raganas
	Danilo Aton
	Maria Luisa Tolop
Best Booth Assessors	Ma. Mel Belano
	Lourdes Bongay
	Antonio Buaya
Consolidators	Ana Marie Valmoria
	Ma. Zena Ladaran
PMT	ADS Danilo Gudelusao
	ASDS Faustino Toradio
	CID Chief Carmela Restificar
	SGOD Chief Marcela Bautista
	Focal Person Generosa Castillo
	Carla Joyce Arnejo- Secretariat



MECHANICS

Presentation	Booth	Judges/Assessors
<p>1. Focus on the four questions.</p> <p>a.) Where were we before?</p> <p>b.) Where are we now?</p> <p>c.) How did we do it?</p> <p>d.) Where do we go from here?</p>	<p>1. One booth per project.</p>	<p>1. Breakout Rooms, Booth arrangement, and dry run shall be taken care of the assigned coaches</p>
<p>2. Presenter must be the principal/ school head of the school</p>	<p>2. Display of unnecessary materials is discouraged. Put only the materials used during the project implementation and other basic data about the project.</p>	<p>2. Select one best CI Project, best presenter, and booth from each CD and one best for the division.</p>
<p>3. It's a 7-minute presentation using two screens to maximize presenting all relevant data about the project.</p>	<p>3. Aesthetics is basic but no crowding, beautiful yet simple.</p>	<p>3. The chosen CI project shall be based on objective deliberation by the team. How the four questions are answered with supporting data are the best indicators to influence the team's decision.</p>
<p>4. Follow the 7X7 standards in the slide decks, Times New Roman font, black font-color, white background.</p>	<p>4. The Taong-Bahay" is preferably the process owner who can elaborate answers to questions.</p>	<p>4. Be sensitive of CI projects made for compliance from a project made of competence, integrity, and due diligence.</p>
<p>5. A school with no accepted SIP shall be allowed to present but must have the SIP accepted by the SDS before the Division symposium.</p>	<p>5. An A3 file of the project or pamphlet/brochure shall be one of the things in the booth.</p>	<p>5. CI learning insights are good inputs about the team and the project.</p>
		<p>6. Chosen best Division CI project shall represent the division to the region OPI search in CI.</p>



CRITERIA FOR JUDGING THE CI PROJECTS

CRITERIA FOR BEST SCHOOL CI IMPLEMENTER	POINTS
A. ACCOMPLISHMENTS / IMPACT	30 PTS
90-100% Target accomplished	30
80-89% Target accomplished	20
79% & below Target accomplished	10
No accomplishment	0
B. PROJECT COMPLETION	10 PTS
Step 1-10	10
Step 6-8	8
Step 3-5	6
Step 1-2	4
<i>Note: 10 pts. Deduction if data are inconsistent</i>	
C. ALIGNMENT OF SIP/AIP	15 PTS
CI project is aligned to SIP/AIP & accepted by the SDS	15
CI project is aligned to SIP/AIP, appraised by PSDS but not accepted by the SDS	10
CI project is aligned to SIP/AIP, approved by SPT	5
No SIP/AIP	0
D. DOCUMENTATION Complete Documents	15 PTS
Portfolio (Hard Copy) Which Include All Relevant MOVs	5
Video of The Implementation Highlights	5
Hard Copy of Accepted SIP/ AIP	5
E. BOOTH	5 PTS
1. VISUAL PRESENTATION	2
A. Message & Content	1
B. Graphics & Design	0.5
C. Captures & Theme	0.5
2. EXHIBIT ORGANIZATION	2 PTS
Concept is Logically Arranged	1
Exhibit is Relevant To The Project	1
3. TAONG BAHAY	1 POINT
Visible At The Booth	0.5
Knowledge Of The Project	0.5
F. STAKEHOLDERS INVOLVEMENT	10 PTS
BLGU	2
PTA	2
Complete Team Members	2
School Head/ Cluster Head	2
Parent Involvement	2
G. PRESENTATION/ DELIVERY	15 PTS
7 Minutes Presentation	7.5
2 Minutes Simple Entrance & Exit	
5 Minutes Presentation Proper	
Synchronization Of The Slides & The Presenters' Mastery of the Content Delivery	7.5
<i>Note: 1 Point Deduction Per Minute Excess of Presentation</i>	
<i>3 Points Deduction if SH fail to render report</i>	

