



Republic of the Philippines
Department of Education
REGION VII – CENTRAL VISAYAS
Schools Division of Bohol

**Office of the Schools
Division Superintendent**

February 19, 2025

DIVISION MEMORANDUM
No. **135**, s. 2025

CONTINUOUS IMPROVEMENT PROGRAM ACTIVITIES FOR SY 2025-2026

To: Assistant Schools Division Superintendent
Chief, CID and SGOD
PSDS/APSDS
Elementary and Secondary School Heads
All Others Concerned

1. In support to DepEd goals and objectives this office, pursuant to DepED Order 44, series 2015, through the Schools Governance Operations Division, announces the CI Program Timeline of activities for this school year.
2. This timeline of activities shall serve as guide for schools, coaches, and trainers to track achievements of the following:
 - 2.1. harmonized implementation of the different CI stages by the schools' project teams
 - 2.2 focused coaching by PSDSs, coaches, trainers, and understudies through permanent district assignments
 - 2.3. ensured alignment of CI projects against identified priority improvement areas (PIA) in the SIP, efficiency of implementation and resolution to BLICs encountered.
 - 2.4. prepared for the celebration of gains and success of identified priority improvement, areas through portfolio review, and onsite validation.
 - 2.5. ready for the regional search for Outstanding Program Implementers (OPI) in the Continuous Improvement Program Category.
3. It is expected that schools started their CI projects and implementation of Stage 1 (Asses) during the first quarter of the school year in the months of July to September 2024, so that the remaining two stages: Analyze -stage 2 and Act – stage 3 are implemented in October 2024 to January 2025 onwards.
4. Selection of the top 3 CI projects in the Division will be through onsite validation.
5. Attached is the schedule of activities and TWG assignments.



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6. Travel, meals, and other incidental expenses incurred by the committee members in the performance of the different activities shall be charged to SDO/School MOOE/local funds subject to the usual COA rules and regulations.
7. This Memorandum also serves as Travel Order.
8. For the guidance and compliance of all concerned.
9. Immediate and strict compliance of this Memorandum is desired.


FAY C. LUAREZ EdD, PhD. TM, CESO VI
Assistant Schools Division Superintendent
Officer-in-Charge
Office of the Schools Division Superintendent

Schedule of Activities

When	What	Who	Where
March 3-7, 2025	District Validation by District CI Team	PSDS, District CI Coordinator, Secondary Principal	District
March 10-14, 2025	Submission of Documents: 1 Best District CIP	Carla Joyce Arnejo Jean Raper Miriann Jale Castillon Criscel Mae Banga Jesriel Linog	CID Office, soft copies will be submitted through this link: https://CI-2025-SUBMISSION-LINK
March 20-21, 2025	CI Portfolio Validation by Division CI Team	Wilfreda O. Flor Generosa T. Castillo Lourdes Bongay Alice C. Raganas Ma. Mel Belano Clemente P. Intong Jr. Ana Marie Valmoria Rachel S. Briones Vivian Samputon Ma. Zena Ladaran Leah Vanessa Aton Edjelbert Tesorio Analou Gamay Diodora Gabito Antonio P. Buaya Danilo A. Aton Casiana Tatad Ester Mingoc Virginia Gamil Cerlito L. Romero Maria Luisa F. Tolop Ma. Rosanna S. Dablo Chona Alambatang Carla Joyce Arnejo - Staff Jean Raper - Staff Criscel Mae Banga - Staff Jesriel Linog - Staff Miriann Jale Castillon - Staff	SDO Bohol Conference Hall
March 24-26, 2025	Onsite Validation by Division CI Team	See Assignment of Onsite Validators	School
March 31, 2025	Announcement of Top 3 Division CIP	Division CI Team	Through Memorandum

Assignment of Onsite Validators *(subject to change according to availability)*

CD 1 Team 1

Maria Luisa F. Tolop
Ma. Rosanna S. Dablo

CD 1 Team 2

Lourdes Bongay
Alice C. Raganas

CD 1 Team 3

Ma. Mel Belano
Clemente P. Intong Jr.

CD 2 Team 1

Ana Marie Valmoria
Generosa Castillo
Rachel S. Briones

CD 2 Team 2

Vivian Samputon
Ma. Zena Ladaran
Leah Vanessa Aton

CD 2 Team 3

Casiana Tatad
Chona Alambatang

CD 3 Team 1

Edjelbert Tesorio
Analou Gamay
Diodora Gabito

CD 3 Team 2

Antonio P. Buaya
Danilo A. Aton
Ester Mingoc

CD 3 Team 3

Virginia Gamil
Cerlito L. Romero

CRITERIA FOR JUDGING THE CI PROJECTS

CRITERIA FOR BEST SCHOOL CI IMPLEMENTER	POINTS
A. ACCOMPLISHMENTS	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>	