



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

Office of the Schools Division  
Superintendent

February 18, 2026

DIVISION MEMORANDUM  
No. 135 s, 2026

**SUBMISSION OF CONTINUOUS IMPROVEMENT PROGRAM (CI) PROJECTS 2025-2026**

**To: Assistant Schools Division Superintendents  
Chiefs CID and SGOD  
Public Schools District Supervisors/Acting PSDSs  
Elementary and Secondary School Heads  
All Others Concerned**

1. As per Division Memorandum No. 867, s. 2026 that laid out the schedule of CI activities, this office reminds all **Public Schools District Supervisors, School Principals, CI Coordinators and CI Project teams** about the district selection of the best CI district projects this week.
2. The submission of the selected CI district project next week, **February 26-27**, should be complete of the required supporting documents, particularly the **accepted School Improvement Plans, validated Priority Improvement Areas by the School Planning Team, signed recommendation by the District CI Review Committee** that the project merits division review based on set criteria and/or standards. Attached is the Criteria for the selection.
3. Hereunder is the schedule highlighting the remaining activities for implementation:



<b>What</b>	<b>Who</b>	<b>When</b>
School review of CI projects in line with PIA's in the SIP	Principal/ Cluster Head/CI team	January 5-16, 2026
District onsite validation of CI projects and coaching	District CI team	January 19-30, 2026
District Selection of Top 3 Best CI Projects through document review and onsite validation	District CI Team	February 16-20, 2026
<b>Submission of the Best CI project in every district</b>	<b>District CI Team</b>	<b>February 26-27, 2026</b>
<b>Division Document Review of the Best CI Project in the Districts</b>	<b>Division CI Team</b>	<b>March 5-7, 2026</b>
<b>On-site Validation of the candidates for the Best CD Level and Division CI project</b>	<b>Division CI Team</b>	<b>March 12-13, 2026</b>



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4. Relevant expenses such as travel, food, accommodation, materials, and other incidentals incurred during the school/district/ division onsite monitoring/validation, documents review/portfolio assessment, shall be charged against school/division MOOE, SEF, and other local available funds, subject to the usual COA auditing rules and guidelines.
5. This Memorandum also serves as a **Travel Order**.
6. For the guidance and compliance of all concerned.
7. Immediate dissemination of this Memorandum is directed.

  
**FAY C. LUAREZ EdD PhD TM. CESO V**  
Schools Division Superintendent 



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**Attachment 1: CRITERIA FOR JUDGING THE CI PROJECTS**

<b>CRITERIA FOR BEST SCHOOL CI IMPLEMENTER</b>	<b>POINTS</b>
<b>A. ACCOMPLISHMENTS</b>	<b>30 PTS</b>
90-100% Target accomplished	30
80-89% Target accomplished	20
79% & below Target accomplished	10
No accomplishment	0
<b>B. PROJECT COMPLETION</b>	<b>10 PTS</b>
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>	
<b>C. ALIGNMENT OF SIP/AIP</b>	<b>15 PTS</b>
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
<b>D. DOCUMENTATION Complete Documents</b>	<b>15 PTS</b>
Portfolio (Hard Copy) Which Include All Relevant MOVs	5
Video of The Implementation Highlights	5
Hard Copy of Accepted SIP/ AIP	5
<b>E. BOOTH/DISPLAY OF MATERIALS USED</b>	<b>5 PTS</b>
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. MGA TAONG BAHAY ( PDT Team and Process Owner and School Head)	1 POINT
Knowledge Of The Project	1
<b>F. STAKEHOLDERS INVOLVEMENT</b>	<b>10 PTS</b>
BLGU	2
PTA	2
Complete Team Members	2
School Head/ Cluster Head	2
Parent Involvement	2
<b>G. DEMONSTRATION OF THE EFFECTIVE SOLUTION / DELIVERY</b>	<b>15 PTS</b>
Participatory	7.5
Sustainable	
Mastery of the Team	
Innovative	7.5
Impact -oriented	
Reflective and Adaptive	

**Attachment 2- Continuous Improvement Project Rubrics for Item G of the Criteria**

Indicator	Excellent (4)	Proficient (3)	Developing (2)	Needs Improvement (1)
Participatory	All team members and stakeholders actively engaged; clear evidence of collaboration and shared ownership	Most team members engaged; collaboration evident but uneven	Limited participation; a few members dominate	Minimal participation; little evidence of teamwork
Sustainable	Solution shows strong long-term viability; clear plans for monitoring and refinement	Solution is practical and can be maintained with moderate support	Sustainability uncertain; limited planning for continuation	Solution unlikely to last; no clear plan for future
Mastery in Validation	Team answers validation questions with confidence, clarity, and evidence-based reasoning	Team answers most questions clearly, with some supporting evidence	Responses are vague or partially supported	Team struggles to answer questions; lacks evidence
Innovative & Practical	Solution is creative, context-specific, and highly feasible	Solution shows some innovation and practicality	Solution is somewhat feasible but lacks originality	Solution is impractical or copied without adaptation
Impact-Oriented	Clear, measurable positive outcomes benefiting multiple stakeholders	Positive outcomes evident but limited in scope	Outcomes unclear or minimal	No evidence of meaningful impact
Reflective & Adaptive	Team demonstrates strong reflection, adapts strategies	Some reflection and adaptation evident	Limited reflection; minor adjustments made	No reflection or adaptation shown