



Republic of the Philippines  
**DEPARTMENT OF EDUCATION**  
Region X  
**DIVISION OF MISAMIS ORIENTAL**  
A. Velez St, Cagayan de Oro City



## Memorandum

**TO** : Public School District Supervisors  
Elementary School Heads of the following Schools  
a. Punong Elementary School  
b. Mapulong Elementary School  
c. Maputi Elementary School

**From** : CHERRY MAE L. LIMBACO, Ph. D., CESO V

**RE** : Continuous Improvement Team Interview for Expansion Schools

**Date** : April 24, 2015

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1. A half day activity to be conducted in the Division Office Conference Hall, Division of Misamis Oriental on April 27, 2015 wherein CI Teams from the expansion phase represented by School Heads, CI Teams Leader, CI Facilitator, 2 CI Team member will meet with the Human Capital Asia (HCA) Team to achieve the following:
  - Gather data on the different steps done in the CI Process
  - CI Team representatives will answer a survey on Critical Success Factor of the CI Implementation and its expansion to other schools.

Activity : CI Team Interview Expansion Schools

Participants: School Heads, CI Leader, CI Facilitator, 2, CI Team Members of the following school with proposed activity time.

- |                               |                  |
|-------------------------------|------------------|
| 1. Punong Elementary School   | 8:00 – 10.00 am  |
| 2. Mapulong Elementary School | 10:00 - 12:00 nn |
| 3. Maputi Elementray School   | 1:00 - 3:00 pm   |

CI Teams are required to present their CI projects and to bring all documentation used during the CI process.

2. Traveling and other incidental expenses shall be charged to local funds.
3. For compliance.

Approved:

  
CHERRY MAE L. LIMBACO, Ph.D. ,CESO V  
Schools Division Superintendent



Republic of the Philippines  
**Department of Education**

ANNEX C  
Continuous Improvement  
Sustainability  
Continuous Improvement Team Interview for Expansion Schools

**1.0 Background**

DepEd, PAHRODF, and HCA successfully implemented the project "Installing Total Quality Management (TQM) in Basic Education" renamed the Continuous Improvement (CI) Program from May 2013 to September 2014 with 34 model schools, 9 divisions and 5 regions. At the end of the implementation period, more than 800 schools have adopted the CI technology and implemented school-based CI interventions with the help of personnel from the 34 model schools. Four (4) divisions, in addition to the five (5) model divisions in the first phase have also appropriated the CI technology. DepEd is now looking at how this work can be improved and sustained. To support this sustainability effort, a team from HCA is conducting a Study to better understand the progress of the CI program and identify critical success factors for the expansion of the CI program beyond the original schools.

The study will have to surface the detailed experience of the non-model schools with the CI process. The CI Team Interview for Expansion Schools will generate specific data on how the expansion schools did the 10 steps of the CI process and what motivated them to adopt and implement the CI process.

**2.0 Objective**

The activity objectives are as follows:

8. To surface the details of the experience of the non-model schools with the adoption of the CI process;
9. To surface the details of the experience of non-model schools in the implementation of the 10 steps of CI;
10. To surface the different facilitating and hindering factors for each of the 10 steps of the CI process;
11. To document sample outputs from the 10 steps of CI of non-model schools;
12. To surface elements that drove/ motivated the adoption and implementation of the CI process; and
13. To generate insights on how this process can be improved, sustained, and supported.

**3.0 Selected CI Expansion Schools and Proposed Activity Schedule**

The interview will be conducted in the Division office and will be participated by the following:

- School Head
- CI Team Leader
- CI Facilitators
- 2 CI Team Members

The proposed schedules are shown below:

Division	School	Proposed Activity Date & Time
Quezon City	1. San Jose HS	April 22 / 1:00-3:00pm
Bulacan	Batch 1: 1. Kaylawig Elementary School	April 22 8:00-10:00am

	3. Akle Elementary School 4. Masagana High School  Batch 2: 5. Sta. Clara Elementary School 6. Buhol na Mangga Elementary School 7. Sto. Cristo Elementary School 8. Northville V Elementary School  Batch 3: 9. IPO Elementary School 10. Engr. Vicente R. Cruz M/S 11. Salapungan Elementary School 12. Prenza Elementary  Batch 4: 13. KNG Kabayo ES 14. FSS Patulo ES 15. Binuangan ES	1:00-3:00pm 3:00-5:00pm  April 22 8:00-10:00am 10:00-12nn  1:00-3:00pm 3:00-5:00pm  April 23 8:00-10:00am 10:00-12nn 1:00-3:00pm 3:00-5:00pm  April 23 8:00-10:00am 10:00-12nn 1:00-3:00pm
Marikina	1. Marikina Science HS	April 21 / 9:00-11:00am
Misamis Oriental	1. Punong ES 2. Mapulog ES 3. Maputi ES	April 27 8:00-10:00am 10:00-12nn 1:00-3:00pm
Bohol	1. Sikatuna CES	April 27 / 1:30-4:30pm
Laguna	1. F. Benitez MES	April 23 / 9:00-11:00am
Mandaluyong	1. Mandaluyong ES	April 21 / 1:00-3:00pm
Pampanga	Batch 1: 1. Sta. Maria NHS 2. San Pablo ES 3. San Agustin ES  Batch 2: 4. San Jose ES 5. Apalit HS 6. Moras Dela Paz ES	April 24 8:00-10:00am 10:00-12nn 1:00-3:00pm  April 24 8:00-10:00am 10:00-12nn 1:00-3:00pm
Rizal	1. Taytay NHS	April 22 / 10:00-12:00nn

The CI teams are required to present their CI projects and to bring all documentation used during the CI process.

Travelling and other incidental expenses shall be charged to local funds. For queries and clarification, you may contact **Kathrina L. Sta. Maria** at Telephone numbers 09228007529 & 09158960558 of the Office of. You can also email to [kathrina.stamaria@humancapital-asia.com](mailto:kathrina.stamaria@humancapital-asia.com).

For your information and appropriate action.