



Republic of the Philippines
Department of Education
DIVISION OF MISAMIS ORIENTAL
Velez St., Cagayan de Oro City
Del Pilar-Velez St., Cagayan de Oro City
website: www.misor.net



August 13, 2014

MEMORANDUM

TO: **Aileen Dabon** **Talisayan CS**
 Marilyn Trapal **Balingasag CS**
 Angie Ordinan **Mabini ES**
 Erna Oco **Manticao CS**
 Elcris Caño **Gimangpang ES**

Bavecil Badilla **Danao NHS**
 Aida Pacana **Rizal NHS**
 Presentacion Alarba **Salay NHS**
 Mary Ann Magdale **Sampatulog IS**
 Edward Jarales **Lugait NHS**

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

Re: **Conduct of School Continuous Improvement Readiness Assessment**

Pursuant to DepEd Memorandum entitled School Continuous Improvement Readiness Assessment, you are nominated to participate in the School Continuous Improvement Survey which will be conducted by the researcher from the Human Capital Asia. This activity aims to gather data on the school's level of awareness of Continuous Improvement (CI) as well as level of readiness for using a CI Learning system.

Thus, you are advised to report to the Division Office on August 20, 2014 at 1:00 o'clock in the afternoon and look for Dr. Erlinda Dacl.

There will be an administration of guided survey using a questionnaire followed by a short focused group discussion to elicit other information.

For compliance.

CLL/egd



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TO: **TERESITA M. VELASCO**
Regional Director, Region I

ISABELITA M. BORRES
Regional Director, Region III

DIOSDADO M. SAN ANTONIO
Regional Director, Region IV-A

RAMON FIEL G. ABCEDE
Regional Director, Region V

JOHN ARNOLD S. SIENA
Regional Director, Region VI

CARMELITA T. DULANGON
Regional Director, Region VII

LUISA BAUTISTA-YU
Regional Director, Region VIII

SHIRLEY O. CHATTO
Regional Director, Region X

NENITA E. LUMAAD
Regional Director, Region XI

LUZ S. ALMEDA
Regional Director, National Capital
Region

ALMA RUBY C. TORIO
Schools Division Superintendent,
Pangasinan I

LEONARDO D. ZAPANTA
Schools Division Superintendent,
Pampanga

ROMEO M. ALIP
Schools Division Superintendent, Bulacan

MARITES A. IBANEZ
Schools Division Superintendent, Laguna

ROMMEL C. BAUTISTA
Schools Division Superintendent, Rizal

BEBIANO I. SENTILLAS
Schools Division Superintendent, Albay

BERNARDO A. ADINA
Schools Division Superintendent, Eastern
Samar

MA. GEMMA M. LEDESMA
Schools Division Superintendent, Bacolod
City

ARDEN D. MONISIT
Schools Division Superintendent, Cebu

WILFREDA D. BONGALOS
Schools Division Superintendent, Bohol

CHERRY MAE L. LIMBACO
Schools Division Superintendent, Misamis
Oriental

HELEN D. PAGUICAN
Schools Division Superintendent, Davao
City

ELIZABETH E. QUESADA
Schools Division Superintendent,
Marikina City

EVANGELINE P. LADINES
Schools Division Superintendent,
Mandaluyong City

PONCIANO A. MENGUITO
Schools Division Superintendent, Quezon
City

SUBJECT: *School Continuous Improvement Readiness Assessment*

DATE: August 12, 2014

Last year, the Department of Education implemented a Continuous Improvement (CI) Program using a modeling approach. This was done in partnership with the Government of Australia, Department of



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Foreign Affairs and Trade. CI is seen as a systematic method of problem analysis and solutions development to improve school performance metrics. It aims to engage all levels in the Department of Education to improve the quality of education focusing on learners and other stakeholders.

In response to Secretary Armin Luistro's directive to fully roll-out CI across all elementary and high schools, the CI project will conduct a school readiness assessment survey. It aims to gather data on the schools' level of awareness of Continuous Improvement (CI) as well as the level of readiness for using a CI Learning System.

The CI Learning System is a computer based system that will provide access on the CI learning materials to all school staff for appreciation, knowledge sharing and eventually allow all schools to implement their own school improvement projects guided by the CI methodology.

The research will cover a sample of about 150 public schools (both Elementary and High School) in 15 Divisions of DepED.

The Schools Division Superintendent will be asked to nominate ten schools which will participate in the survey under their Division. Attached in Annex A are guidelines in selecting the schools. Ideally, the School Head should represent the school but in cases where this is not viable, they may designate an alternate. The activity will administer a guided survey using a questionnaire. The researcher will explain the items that are being asked and may answer clarifications when needed. A short focused group discussion (FGD) will follow to elicit other information.

It will be a two hour activity (1:30pm-3:30 pm) that will be conducted at the Division Office. Our Learning Service Provider (LSP) Human Capital Asia will assign their researchers to conduct the survey.

Table 1
Proposed distribution of the sample schools among selected divisions

Proposed Divisions	Number of Schools	Target date
National Capital Region		
Quezon City	10	August 14
Marikina City	10	August 14
Mandaluyong City	10	August 14
Region 1		
Pangasinan I	10	August 20
Region 3		
Pampanga	10	August 15
Bulacan	10	August 15
Region 4A		
Rizal	10	August 15
Laguna	10	August 20
Region 5		
Albay	10	August 22
Region 6		
Bacolod City	10	August 18
Region 7		
Bohol	10	August 22
Cebu	10	August 25



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Region 8		
Eastern Samar	10	August 15
Region 10		
Misamis Oriental	10	August 20
Region 11		
Davao City	10	August 19
Total	150	

This activity is targeted to start by August 14, 2014 and will be conducted in batches until August 31, 2014. The schedule will be coordinated with you by our Office and our LSP, Human Capital Asia (HCA).

Meals and materials shall be shouldered by HCA. Land transport arrangements from the participants' office to the venue and other incidental expenses shall be charged to local funds.

For queries and clarification, you may contact Angelika Britanico at (02) 637 6207 or angelika.britanico@deped.gov.ph.

For your information and appropriate action.


RIZALINO D. RIVERA
Undersecretary



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ANNEX A

Proposed Guidelines for the Selection by Divisions of Sample Schools for the CILS Readiness Assessment

1. Schools should not have participated in the first phase of the CI Programme – meaning should not be one of the 34 model schools
2. Schools included should be a mix from varying conditions with regards to availability of electrical power, internet connection, mobile phone signal and computer facilities. This is a suggested mix and may be not feasible to include schools from all these conditions in some divisions. In this case, it will be up to the SDS to decide.
3. The mix should contain more rural based schools than those from the urban areas
4. One representative from each school is desired. The representative can be the school head, head teacher, regular teacher or school staff.