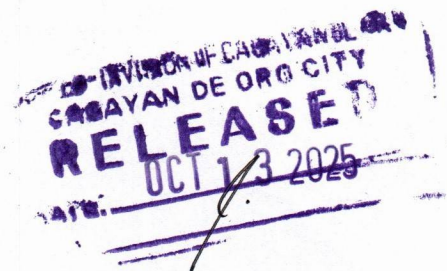




Republic of the Philippines
Department of Education
REGION X
DIVISION OF CAGAYAN DE ORO CITY



Office of the Schools Division Superintendent

13 Oct 2025

DIVISION MEMORANDUM
No. 901 s.2025

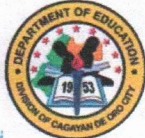
**ADDENDUM TO THE CONDUCT OF THE SCHOOL IMPROVEMENT PLAN (SIP)
MIDTERM REVIEW AND ENHANCEMENT**

TO: Assistant Schools Division Superintendent
Chiefs, CID and SGOD
CID Personnel
SGOD Personnel
All Public Elementary and Secondary School Heads
All Others Concerned

1. This is to issue an Addendum to the previously released Memorandum on the Conduct of the School Improvement Plan (SIP) Midterm Review and Enhancement, which outlines the schedules and deliverables related to the activity.
2. To ensure the effective facilitation of school presentations and provide quality feedback during the SIP Midterm Review, two SIP Review and Support Teams are hereby constituted (refer to table below). These teams shall provide guidance, assessment, and recommendations to schools in the enhancement of their SIPs.

TEAM COMPOSITION	
Team 1	Team 2
Rodel Megollas Ellen Consejo Rollan Mary Caress Galono Malou Navaja Shirley Merida PSDS in - charge Rosalio R. Vitorillo Mark Edward D. Olango-TWG	Beverly Anne Nicolasora Roy Lumban Amor Radaza Arnel Calubag PSDS In - charge Romeo Aclo Jean Macasero

3. The designated teams are directed to:
 - a. Provide focused guidance on the monitoring, evaluation, and adjustment of SIPs;
 - b. Ensure that school priorities and improvement areas are aligned with the



Address: Fr. William F. Masterson Ave., Upper Balulang, Cagayan de Oro City
Telephone: (088) 855-0044, (088) 855-0047, (088) 328-2142
Email Address: cagayandeoro.city@deped.gov.ph
Website: <https://depedcdo.net/>

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Effectivity		Page	Page 1 of 3



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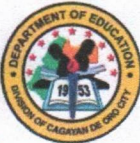
Office of the Schools Division Superintendent

- Division Education Development Plan (DEDP); and
- c. Document presentation highlights and actionable recommendations for consolidation and endorsement to the Division Appraisal Committee (DAC).
4. For further clarification or coordination, schools may contact Ms. Beverly Anne E. Nicolasora, Senior Education Program Specialist for Planning and Research, or Mr. Rodel S. Megollas, Division Planning Officer III.
5. All provisions in the previous memorandum remain in full effect unless otherwise amended, modified, or superseded by the contents of this addendum.
6. In adherence to Equal Opportunity Principle (EOP), inclusive and fair treatment is accorded to all personnel regardless of disability, sexual orientation, gender, age, religion, and ethnicity.
7. This Office directs immediate and wide dissemination of this Memorandum.

ROY ANGELO E. GAZO
Schools Division Superintendent

Encl.: As stated
Reference: None
To be indicated in the Perpetual Index
under the following subjects:

COMMUNICATION
DM060-SGOD-PR-BASEN/ addendum to the conduct of the school improvement plan (sip) midterm review and enhancement
October 13, 2025



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Doc. Ref. Code		Rev	00
Effectivity		Page	Page 2 of 3