



CITY SCHOOLS DIVISION OF ANTIPOLO

MEMORANDUM

TO : OIC-Assistant Schools Division Superintendent
OIC-Chief, Curriculum Implementation Division
OIC-Chief, School Governance and Operations Division
Selected Public School District Supervisors
Education Program Supervisor-SGOD
Senior Education Program Specialist-P & R
Senior Education Program Specialist-M & E
Education Program Specialist II-M & E
Accountant III
Administrative Officer V (Budget Officer)
Admin Assistant III (Accounting)
Selected Elementary & Secondary School Heads/TIC/OIC
All Others Concerned

FROM : **DR. ROMMEL C. BAUTISTA, CESO V**
Schools Division Superintendent

SUBJECT : **2ND DIVISION SSPP FESTIVAL & AWARDS**

DATE : July 16, 2018

1. In consonance with DepEd Order no. 83, s. 2012, **Implementing Guidelines on the Revised School-Based Management (SBM) Framework, Assessment Process & Tool** and DepEd Order no. 44 s. 2016, **Guidelines on the School to School Partnership Program for Fiscal Year 2016**, this office announces the conduct of the **2nd Division School to School Partnership (SSP) Program Festival & Awarding Ceremony on July 31, 2018 from 8:00 AM to 1:00 PM at Rechab Academy Inc., San Luis, Antipolo City.**
2. The activity aims to:
 - a. Showcase the best practices of the SSPP recipient schools; and
 - b. Recognize the outstanding accomplishments of the SSPP Implementers.
3. Participants to this activity are the OIC-Assistant Schools Division Superintendent OIC-Chief, Curriculum Implementation Division, OIC Chief-School Governance and Operations Division, selected Public School District Supervisors, Education Program Supervisor-SGOD, Senior Education Program Specialist-M & E, Senior Education Program Specialist-P & R, Education Program Specialist II-M & E, Accountant III, Administrative Officer V (Budget Officer III), Admin Assistant III (Accounting), selected Elementary & Secondary School Heads/TIC/OIC and three (3) SSPP Team members.



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4. Expenses relative to this activity shall be charged against the Division MOOE Fund/Canteen Fund subject to the usual accounting and auditing rules and procedures.
5. School Heads/SSPP Team Leaders are required to:
 - a) Display all SSPP outputs in the exhibit area, and
 - b) Prepare a 7 minute Audio-Video Presentation about your SSPP accomplishment.
6. Attached herewith are the following enclosures for your reference;

Enclosure 1 – List of Participants & Schedule of Activities
Enclosure 2 – Working Committees
Enclosure 3 - Program
7. Immediate dissemination of this Memorandum is earnestly desired.

UM- 312, S. 2018



CITY SCHOOLS DIVISION OF ANTIPOLO

Enclosure 1 to Division Memorandum No. 312 s. 2018

PARTICIPANTS

SDS	-	1
OIC-ASDS	-	1
Chiefs (CID/SGOD)	-	2
EPS	-	1
PSDS's	-	6
SEPS, M&E	-	1
EPS II, M & E	-	1
SEPS, P&R	-	1
Accountant III	-	1
Admin Officer V (Budget Officer)	-	1
Admin Assistant III (Accounting)	-	1
Elementary Principals	-	19
Secondary Principals	-	10
Teachers (SSPP Team)	-	60
Total		106

SCHEDULE OF ACTIVITIES

2nd DIVISION SSPP FESTIVAL & AWARDS

July 31, 2018, 8:00 AM – 1:00 PM

Time	AM	Time	PM
7:30 – 8:00	Registration	11:01 – 12:00	Part III. Awarding/ Closing Program
8:01 – 8:45	Part I. Opening Program	12:01 – 1:00	Lunch
8:46 – 9:15	AM Snack/ Gallery Walk (Exhibit)	<i>Home Sweet Home</i>	
9:16 – 11:00	Part II. Presentation of SSPP Accomplishment		



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Enclosure 2 to Division Memorandum 312 s. 2018

EXECUTIVE COMMITTEE

Chairperson : Dr. Rommel C. Bautista, CESO V
Schools Division Superintendent

Co-Chairperson : Dr. Gloria C. Roque
OIC-Asst. Schools Division Superintendent

Members : Lito A. Palomar, OIC-Chief (CID)
Anselmo C. Celeste, Jr., OIC-Chief (SGOD)
Dr. Jonathan P. Domingo, EPS-SGOD

TECHNICAL WORKING COMMITTEE

COMMITTEE	IN-CHARGE	TERMS OF REFERENCES
Registration	Peace Village ES & Bagong Nayon 4 ES	<ul style="list-style-type: none">• In-charge of attendance• Ensures that participants are registered• Prepares accomplished registration/attendance sheets and submits to the Committee on Documentation• Prepares/submits the meal attendance sheet
Program/Invitation	Knights of Columbus ES & Nazarene Ville ES	<ul style="list-style-type: none">• Prepares/distributes program• Confirms attendance
Awards/Certificates (Participation, Recognition/Plaque)	San Juan NHS & Calawis NHS	<ul style="list-style-type: none">• Prepares/distributes certificates & plaque
Documentation	San Antonio Village ES & San Luis ES	<ul style="list-style-type: none">• Documents event of the session and submits narrative and pictorial report in hard and soft copies
Technical	Isaias Tapales ES & Sta. Cruz ES Binayoyo ES & Sapinit ES	<ul style="list-style-type: none">• In-charge of video/ppt. presentations• Checks the sound system, laptop and ICT equipment to be used
Physical Arrangement, Accommodation	Old Boso Boso NHS, Rizza NHS, Cabading ES & Old Boso Boso ES	<ul style="list-style-type: none">• Prepares backdrop, tarpaulin, flag, flag stand and other decoration to be used during the opening and closing program
Exhibit	Inuman ES & Calawis ES Canumay NHS & Kaysakat NHS	<ul style="list-style-type: none">• Prepares/organizes the exhibit area



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Enclosure 3 to Division Memorandum 312 s. 2018

PROGRAMME

PART I. Opening Program

8:00 – 8:05	National Anthem	AVP
8:06 – 8:10	Prayer	Dr. Isabel M. Gonzales <i>Senior Education Program Specialist-Monitoring Evaluation</i>
8:11 – 8:20	Welcome Remarks	Dr. Gloria C. Roque <i>OIC-Assistant Schools Division Superintendent</i>
8:21 – 8:30	Presentation of Participants	Alfonso L. Abogado, <i>Senior Education Program Specialist-Planning & Research</i>
8:31 – 8:40	Message	Agnes M. Rolle <i>Chief, FTAD</i> <i>Regional IV-A, CALABARZON</i>
		Dr. Rommel C. Bautista, CESO V <i>Schools Division Superintendent</i>
8:41 – 8:45	Statement of Purpose	Dr. Jonathan P. Domingo <i>Education Program Supervisor-SGOD</i>

PART II. Presentation of SSPP Accomplishment (8:46 – 11:00 AM)

- 1) Binayoyo ES & Sapinit ES
- 2) Cabading ES & Old Boso Boso ES
- 3) Inuman ES & Calawis ES
- 4) Knights of Columbus ES & Nazarene Ville ES
- 5) Peace Village ES & Bagong Nayon IV ES
- 6) San Luis ES & San Antonio Village ES
- 7) Sta. Cruz ES & Isaias Tapales ES
- 8) Kaysakat NHS & Canumay NHS
- 9) Old Boso Boso NHS & Rizza NHS
- 10) San Juan NHS & Calawis NHS

PART III. Awarding/Closing Ceremony (11:01 – 12:00 PM)

Awarding of Certificate of Recognition to Leader & Partner Schools	Dr. Rommel C. Bautista Dr. Gloria C. Roque Lito A. Palomar, OIC-Chief, CID Anselmo C. Celeste Jr. Dr. Jonathan P. Domingo
Awarding of Finalists, Best SSPP Implementer	
Closing Remarks	Anselmo C. Celeste Jr. <i>OIC-Chief, SGOD</i>
	Marieneth Alejandro <i>Lady of Ceremony</i>