



Republic of the Philippines  
Department of Education

NATIONAL CAPITAL REGION  
SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

Office of the Schools Division  
Superintendent

JAN 23 2024

MEMORANDUM  
No. 008, s. 2024

**SUBMISSION OF SCHOOL IMPROVEMENT PLAN (SIP) 2023-2028  
AND ANNUAL IMPLEMENTATION PLAN (AIP) FY 2024**

TO: Assistant Schools Division Superintendent  
Chief Education Supervisor, Curriculum Implementation Division  
Education Program Supervisor, SGOD  
Public Elementary and Secondary School Heads/OICs  
All Others Concerned

1. Relative to the Division Memorandum No. 245, s. 2023, titled "Reorientation and Crafting of School Improvement Plan (SIP) 2023-2028, all public elementary and secondary schools are directed to submit their final draft of the SIP 2023-2028 and AIP FY 2024 on or before January 29, 2024. Three (3) hard copies must be submitted.
2. Queries and concerns relative to the submission of the mentioned plan, contact *Ms. Phoebe R. Arroyo*, Senior Education Program Specialist - Planning and Research Division at 8829-2308 local 120.
3. Immediate and wide dissemination of, and strict compliance with this Memorandum are directed.

  
**EVANGELINE P. LADINES, CESO V**  
Schools Division Superintendent

Encl.: As stated  
References: As stated  
be indicated in the Perpetual Index  
Under the following subjects

RESEARCH  
SCHOOLS  
REPORTS  
FUNDS

PRA / SUBMISSION OF SCHOOL IMPROVEMENT PLAN (SIP) 2023-2028 AND ANNUAL  
IMPLEMENTATION PLAN (AIP) FY 2024

008 /January 17, 2024

NUM-2024-008



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