28 November 2025

DIVISION MEMORANDUM
No. __417__ , s.   2025

RESCHEDULING OF THE PRESENTATION AND VALIDATION OF SUBMITTED SCHOOL AIP–WFP AND ALIGNMENT OF PROJECTS PER KEY RESULT AREAS (KRAs)

To: Assistant Schools Division Superintendent
         Chief Education Supervisors
         Public Schools District Supervisors
         Public Elementary and Secondary School Heads
         All Concerned

1.   In support of the Division's continuing commitment to enhance the quality, coherence, and strategic alignment of school planning processes, the **Presentation and Validation of the submitted School Annual Implementation Plan–Work and Financial Plan (AIP–WFP)** is hereby rescheduled to the dates indicated below.

Date	Cluster	Venue	Time
December 9, 2025	Cluster 1	Learning & Development Conference Room	8:00 AM – 5:00 PM
December 11, 2025	Cluster 3	Learning & Development Conference Room	8:00 AM – 12:00 PM
	Cluster 4		1:00 PM – 5:00 PM
December 12, 2025	Clusters 7 & 8	Learning & Development Conference Room	1:00 PM – 5:00 PM
December 18, 2025	Cluster 10	Learning & Development Conference Room	1:00 PM – 5:00 PM
December 19, 2025	Cluster 9	Learning & Development Conference Room	8:00 AM – 5:00 PM

2.   During the scheduled presentation, all school heads shall ensure that their respective Programs, Activities, and Projects **(PAPs)** are fully aligned with the **Key Result Areas (KRAs)** as outlined in **Annex A**.

3.   Similarly, all school heads are required to attend the activity according to their assigned cluster schedule and are expected to bring their **final AIP–**

WFP documents. Validation procedures will focus primarily on the degree of

alignment between the proposed PPAs and the prescribed KRAs.

4.   Immediate dissemination of and strict compliance with this Memorandum is earnestly enjoined.

ENGR. EDGARD C. DOMINGO, PhD, CESO V
Schools Division Superintendent

To be indicated in the Perpetual Index
under the following subjects:

PROJECTS · PROGRAMS · BUDGET · SCHOOL HEADS

Republic of the Philippines
Department of Education
Region III
Schools Division office of Angeles City

Annex A

School Key Result Areas (KRAs)

KRAs	Description	Processes	Sample Objectives based on Program Expenditure Classification IPREXCl
KRA 1. School Leadership and Administration **K1.1** PLANS **K1.2** COMPLIANCE	Responsible for the **effective management and operational oversight** of the school, ensuring compliance with DepEd policies and educational standards	• Strategic Leadership • School Operations and Resources Management • Teaching and Learning Supervision • Organizational and Individual Development • Partnerships and Linkages	• To develop School Improvement Plan (SIP) aligned with the Basic Education Development Plan (BEDP)/Region EDP/ Division EDP, and PREXC Targets • To implement SIP through Annual Improvement Plan (AIPl

KRA 2 Teaching and Learning Delivery
 	
K2.1 MPS
K2.2 CID
(LISTEN, ADAPT, CABLE, ZNN, ARAL, ITAP MENTOR, MASID, ITAP SEAL)
K2.3 SILYO
K2.4 RESEARCH
K2.5 I Need IT
	Responsible for the **effective implementation of the curriculum** including activities incidental to teaching and learning process and activities to **enhance or support curriculum delivery**	• Curriculum Management and Standards Development
		• Learning Delivery Management and Development
		• Learning Resource Management and Development
		• Education Assessment and Research
		• Instructional Support Facilities Management
			• To achieve the targeted retention rate of learners
			  a. Elementary
			  b. Secondary (Grade (Gr.) 7 to 12)
			• To achieve the targeted completion rate of learners
			  a. Elementary
			  b. Secondary (Gr. 7 to 12)]
			
			• To achieve the targeted proportion of learners achieving at least nearly proficient in the National Achievement Test (NAT) *(as may be applicable)*
			
			  a. Elementary (Gr. 6)

			b. Junior High School (Gr. 10) C. Senior High School (Gr. 12)
KRA 3 Learner Formation and Development **K3.1** HEALTH **K3.2** CHAMP & BASKET **K3.3** SAFER **K3.4** CPP **K3.5** PARTNERS	Responsible for providing a **supportive environment and diverse learning opportunities** through holistic programs and interventions	• Management of clinic and health services • Learner Support Management • Disaster Risk Reduction and Management • Child Protection Program Implementation • External Partnership for Program and Events	• To achieve the targeted number of learners enrolled in Special Education, Arabic Language and Islamic Values Education, Indigenous Peoples Education, and Alternative Learning System *(as may be applicable)* • To achieve the targeted number oflearners benefitted from School Feeding ProPTam
KRA 4 School Operations and Management **K4.1** FUNDS **K4.2** SAFEST **K4.3** DEVELOP **K4.4** RMS	Responsible for providing **school support services** to ensure the effective, efficient, and transparent delivery of services responsive to the needs of learners and in support of the teaching and non-teaching personnel	• Asset Management • Financial Management • General Services Management • Human Resource Management and Development • JCT Management • Infrastructure Management • Public Affairs Management • Records Management • Procurement Management	• To achieve the targeted number of teachers and teaching-related staff trained through In-Service Training