SIP OUTLINE

Cover Page
PSDS Endorsement
QAME Certification

(School & District Name / CY: 2016 – 2018 / Name & Position of School Head)
(Respectfully forwarded... Signed PSDS)
(This is to certify... Correct Designation & Spelling of names of QAME
Members / Recommending Approval SGOD Chief / Approved SDS)

Table of Contents

(Follow suggested sequence of the SIP Checklist)

I   **VMV**

1 page- Vision with School Reflection
1 page- Mission with School Reflection
1 page- Core Values with School Reflection

II   **School's Current Situation**

(Narrative presentation based on Annex 1A – I - IV)

I - School Profile

    A.   Geography
    B.   Learning Environment
    C.   Teachers
    D.   Children and Health safety
    E.   Status of priority Improvement Projects or CI Projects
    F.   Stakeholder Support to Education
    G.   Fund Sources

II - Situation of Children/Learners **ACCESS** – In & Out of School

    1.   Children Not In School
    2.   Children Enrolled In School

III - Situation of Children/Learners **ACCESS** – Attendance & Retention

    3.   Attendance
    4.   Dropout

IV - Situation of Children/Learners **QUALITY**

    1.   Promotion Graduation Rates
    2.   Mean Percentage Score (based on NAT Achievement Test)
    3.   Literacy Level (Phil-IRI English & Filipino)
    4.   Awards and Recognition (top 3)

III   **Planning Worksheet**

(Timeframe: 2016 / 2017 / 2018)
1 page – Planning Worksheet for ACCESS
1 page – Planning Worksheet for QUALITY
1 page – Planning Worksheet for **GOVERNANCE**

- SBM Assessment Level (from Developing to Maturing)
- Provision of Facilities (Construction/Repair/IMs/Sports Equipment, etc.)
- Administration (promotion/upgrading/training/stakeholders involvement/school policies/site titling/conflicts etc.)
- Finance (MOOE/IGP/Donations/SEF/Canteen, etc)

Note:
1. PIA should be in a problem statement
2. PIA copy to Annex 9 – Problem Statement
3. Gen. Obj. copy to Annex 9, 10 and Chapter IV
4. Root cause/s copy to Annex 9
5. Annex 9 Data copy to Annex 10 (except Problem Statement / PIA)

IV   **Monitoring & Evaluation Report Form** – page 29 HandBook

- 7 Columns, Fill up only 3 columns, leave the 4 columns for the comments of the Monitoring / Project Team

ANNEXES:

- 1 – 12
- To be presented / arranged by page are only:
  - Annex 1A – School Community Data
  - Annex 9 – Project Work Plan and Budget Matrix

      Activity Guide:
        1. Identification
        2. Conference
        3. Permission
        4. Implementation proper
        5. Monitoring & Evaluation

    Below is the Project Team at least 3 teachers (headed by school head)

  - Annex 10 – Annual Implementation Plan (AIP)
  - SRC