



Republic of the Philippines
Department of Education
REGION III – CENTRAL LUZON
SCHOOL DIVISION OF SAN JOSE DEL MONTE CITY
KAYPIAN ELEMENTARY SCHOOL
BARANGAY KAYPIAN, SAN JOSE DEL MONTE CITY

January 09, 2024

SCHOOL MEMORANDUM

No. 003 s. 2024

To: Master Teachers
School and Subject Coordinators
Grade Leaders
All Others Concerned

SUBMISSION OF QUARTERLY ACCOMPLISHMENT REPORTS

1. This Office is advised all Focals of different projects, school and subject coordinators to submit the Quarterly Accomplishment Reports on or before January 31, 2024
2. These reports will be the basis of planning adjustment and project reviews for effective implementation in respond to the School Improvement Plan (SIP) and Annual Improvement Plan (AIP) for SY 2023-2024.
3. Attached is enclosure no. 001 as the template for quarterly reports.
4. For information and compliance.


DIANALYN A. PALAGANAS PhD
Principal III

MATATAG

Bansang Makabata  Batang Makabansa

SECUREd KaypESians
Strengthening and Ensuring
Commitment of the Unified and
Resilient Stakeholders in Achieving Quality Education



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Enclosure No. 001 of School Memorandum 003 s. 2024

Project COLAB
(Concentrations On Lowest Achievers in Basic Facts M2-6
QUARTERLY PROGRESS REPORT
First Quarter

Program/ Activity	Objectives	Accomplishment	% of Accomplishment	Accomplishment Status (Accomplished, Ongoing, Pending)	Date Accomplished

Prepared: Project Focal Person

Noted: School Head



Kaypian Elementary School
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Official Website: www.kaypes.weebly.com

