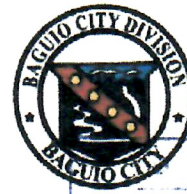




Republic of the Philippines
Department of Education
Cordillera Administrative Region
DIVISION OF BAGUIO CITY
#82 Military Cut-off Road, Baguio City



DIVISION OFFICE
BAGUIO CITY

OCT 18 2019

RELEASED

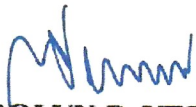
DIVISION MEMORANDUM

No. 536, s. 2019

**DIVISION TRAINING OF SUPREME PUPIL/STUDENT GOVERNMENT
(SPG/SSG) ADVISERS 2019**

**To : All Public Schools Division Supervisors
Public Elementary and Secondary School Heads
Supreme Pupil/Student Government Advisers
Others Concerned**

1. Pursuant to the Unnumbered DepEd Memorandum dated September 12, 2018 and the Regional Memorandum No. 408, s. 2018 entitled *Regional Training of Schools Division Trainers for Teacher-Adviser Training Program*, this Office through the Schools Governance and Operations Division (SGOD) - Youth Formation Unit will conduct a Division Training to **all SPG and SSG Advisers** as a rollout of the said Regional Training to be held at the **Division Office Training Center on November 6 to 8, 2019**. See Enclosure No. 1 for the Training Matrix.
2. The training specifically aims to:
 - a. empower the teacher-advisers to be responsible, hardworking, service-oriented, persevering, value-driven, and culturally rooted equipped with world class skills imbued with values such as *maka-Diyos, makatao, makakalikasan, at makabansa*;
 - b. provide the teacher-advisers a venue for collaborative and integrative projects, ideation, formulation and critique of the dynamic, feasible, doable, and concrete general plan of activities and social innovations for implementation in the schools;
 - c. increase engagement of teacher-advisers for school and community development and as an effective partner in creating a child friendly, gender-sensitive, safe and motivating environment for the learners;
 - d. deepen the understanding of teacher-advisers on the learner's interests, motivation, and the importance of youth participation in their holistic development; and
 - e. increase the support and contribution in the student organization as teacher-adviser.
3. All participants shall confirm their attendance at <https://tinyurl.com/DTATP2019> on or before October 25, 2019.
4. Immediate and wide dissemination of this Memorandum is desired.


MARIE CAROLYN B. VERANO, CESO VI
Schools Division Superintendent



Enclosure No. 1 to Division Memorandum No. § 30, s. 2019

Training Matrix

| DAY 1 | | |
|--------------|--|---|
| TIME | ACTIVITY/TOPIC | PERSON/S-IN-CHARGE |
| 8:00-8:30 | Registration | Precila L. Mayanggao and Araceli K. Tamiray |
| 8:31- 9:30 | Opening Program | |
| | Prayer | Francine D. Rillera <i>Teacher III, SSG Adviser</i> <i>Magsaysay National High School</i> |
| | Nationalistic Song | Evangeline A. Cabauatan <i>Teacher III, SSG Adviser</i> <i>Joaquin Smith National High School</i> |
| | Welcome Remarks and Statement of Purpose | Samuel B. Bab-anga <i>Youth Formation Coordinator</i> |
| | Message | Soraya T. Faculo, PhD <i>OIC-Asst. Schools Division Superintendent</i> <i>Officer-in-Charge</i> <i>Office of the Chief Education Supervisor, SGOD</i> |
| | Pretest | Arian C. Bangse-il <i>Youth Formation Coordinator</i> |
| 9:31-10:00 | Health Break | |
| 10:01- 11:00 | Getting to Know You | Evangeline A. Cabauatan <i>Teacher III, SSG Adviser</i> <i>Joaquin Smith National High School</i> |
| 11:10-12:00 | Mentoring Student Organization in the 21 st Century | Romeo P. Tomas <i>Teacher I, Former SSG Adviser</i> <i>Joaquin Smith National High School</i> |
| 12:01-1:00 | Lunch Break | |
| 1:00-2:00 | DepEd's Continuing Passion for Nationalistic Education and the Teacher-Adviser's Historic Role to Propagate It to Our Basic Learners | Glenda S. Saludo <i>Teacher III, Former SSG Adviser</i> <i>Baguio City National Science High School</i> |
| 2:00-3:00 | Mandated PPAS and Calendar of Activities | Ruth P. Olao <i>Teacher III, Former SSG Adviser</i> <i>Baguio City National High School</i> |
| 3:00-3:30 | Health Break | |
| 3:31-5:00 | Utilization of Factors in Writing the Minutes of Meeting | Diona A. Palayen <i>Teacher III, Former SSG Adviser</i> <i>Irisan National High School</i> |

| DAY 2 | | |
|-------------|---|--|
| TIME | ACTIVITY/TOPIC | PERSON/S-IN-CHARGE |
| 7:30-8:00 | Registration | Precila L. Mayanggao and Araceli K. Tamiray |
| | MOL | SPG Advisers |
| 8:31- 10:00 | Revisiting the SSG Constitution and By-laws | Landy U. Minos <i>Teacher III, SSG Adviser</i> <i>Quezon Hill National High School</i> |
| 10:01-10:30 | Health Break | |
| 10:31-12:00 | Parliamentary Procedures | Evangeline A. Cabauatan <i>Teacher III, SSG Adviser</i> <i>Joaquin Smith National High School</i> |



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| | | |
|------------|--|--|
| 12:01-1:00 | Lunch Break | |
| 1:01-2:00 | Learners' Participation in the Policy Making Process | Daniel C. Angagan <i>Teacher I, Former SSG Adviser</i> <i>Baguio City National High School</i> |
| 2:00-3:00 | Activity Design/ Project Proposal | Precila L. Mayanggao <i>Teacher III, Former SSG Adviser</i> <i>Roxas National High School</i> |
| 3:01-3:30 | Health Break | |
| 3:30-4:30 | Guidelines for Off-campus Activities | Dominic D. Dacsig <i>Teacher I, Former SSG Adviser</i> <i>Happy Hollow National High School</i> |

| DAY 3 | | |
|-------------|--|---|
| TIME | ACTIVITY/TOPIC | PERSON/S-IN-CHARGE |
| 7:30-8:00 | Registration | Precila L. Mayanggao and Araceli K. Tamiray |
| | MOL | SSG Advisers |
| 8:31- 10:00 | Writing a Resolution | Romeo P. Tomas <i>Teacher I, Former SSG Adviser</i> <i>Baguio City National High School</i> |
| 10:01-10:30 | Health Break | |
| 10:31-12:00 | Events Management (Steps) | Diona A. Palayen <i>Teacher III, Former SSG Adviser</i> <i>Irisan National High School</i> |
| | Events Management (Tools) | Josie Jane D. Padio-an <i>Teacher III, SPG Adviser</i> <i>San Carlos Heights Elementary School</i> |
| 12:01-1:00 | Lunch Break | |
| 1:01-2:00 | Building Partnership and Linkages | Grace Marie B. Angihan <i>Teacher III, SPG Adviser</i> <i>Quezon Hill Elementary School</i> |
| 2:00-3:00 | Youth Social Skills and Participative Skills | Araceli K. Tamiray <i>Head Teacher I, Former SSG Adviser</i> <i>Irisan National High School</i> |
| 3:01-3:15 | Posttest | Arian C. Bangse-il <i>Youth Formation Coordinator</i> |
| 3:16-3:30 | Health Break | |
| 3:30-4:30 | Closing Program | |
| | Testimony | Francine D. Rillera <i>Finalist, National Search for Outstanding Teacher-Adviser</i> <i>Teacher III, SSG Adviser</i> <i>Quezon Hill Elementary School</i> |
| | Insights and Reflection | Imelda P. Bantas <i>Teacher III, SSG Adviser</i> <i>Baguio City National High School</i> |
| | Giving of Certificates | |
| | Closing Remarks and Challenge | Arian C. Bangse-il <i>Youth Formation Coordinator</i> |
| | Acceptance of Challenge | Miriam Beverly P. Ticobay <i>Teacher I, Division Federation SSG President</i> <i>BCNHS - Hillside Annex</i> |
| | Closing Prayer | Josie Jane D. Padio-an <i>Teacher III, SPG Adviser</i> <i>San Carlos Heights Elementary School</i> |



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Technical Working Committee

Overall Chairperson: Arian C. Bangse-il

Technical Committee Chairperson : Diona A. Palayen

Members:

I. Training Matrix and Program Paper: Diona A. Palayen and Arian C. Bangse-il

II. Physical Set-up: Male Trainers/ Facilitators

III. Attendance and Registration: Precila L. Mayanggao and Araceli K. Tamiray

IV. Officers of the Day

Day 1: Josie Jane D. Padio-an and Romeo P. Tomas

Day 2: Ruth P. Olao and Grace Marie B. Angihan

Day 3: Evangeline A. Cabauatan and Glenda S. Saludo

V. Certificates and Online Pre-registration: Arian C. Bangse-il

VI. Backdrop: Francine D. Rillera

VII. Program Evaluation: Jocelyn C. Coldeg