

Republic of the Philippines  
Department of Education  
Cordillera Administrative Region  
**SCHOOLS DIVISION OF BAGUIO CITY**

Office of the Schools Division  
Superintendent

21 January 2021

DIVISION MEMORANDUM  
No. 22, s. 2021

**Division Training of Supreme Pupil Government (SPG), Supreme Student Government (SSG), Youth for Environment and Schools Program (YES-O) and Alternative Learning System (ALS) Advisers for SY 2020-2021**

To : OIC - Assistant Schools Division Superintendent  
CID and SGOD Chief Education Supervisors  
Public School District Supervisors  
Public School Heads  
YES-O Advisers  
SPG / SSG Advisers  
ALS SSG Adviser  
All Others Concerned

1. Pursuant to Regional Memorandum No. 408, s. 2018 dated September 12, 2018 entitled Regional training of School Division Trainers for Teacher-Adviser Training Program, this Office through the School Governance and Operations Division (SGOD) – Youth Formation Unit will conduct a Division Training to all SPG and SSG Advisers together with the Youth for Environment in Schools Organization (YES-O) Advisers as a yearly rollout of the said Regional Training to be **held at Mabini Elementary School Covered Court on January 27 to 29, 2021**. See Enclosure No. 1 for the Activity 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



"HANDANG MAG SERBISYO"


Address: No. 82 Military Cut-off Road, Baguio city  
Telephone/Fax: 074-442-4326 / 074-442-7819 | Email: [depedbaguioicity@gmail.com](mailto:depedbaguioicity@gmail.com)  
Website: [www.depedpines.com](http://www.depedpines.com) | Facebook Page: [facebook.com/DepedTayoBaguioCity](https://www.facebook.com/DepedTayoBaguioCity)



Registration Number: RU-19-2560.026  
Issued on December 27, 2019



- e. Increase the support and contribution in the student organization as teacher-adviser.
3. Participants to the said activity are all **Division SPG, SSG, ALS and YES-O Advisers**. See Enclosure No. 2 for the Participants by batch.
4. It is advised that the participants shall register to this link: **[https://docs.google.com/forms/d/1VZLGY6YW1lvfgryvMXcSWIEJ\\_vmUW\\_mFItdEHEat014/edit?usp=sharing](https://docs.google.com/forms/d/1VZLGY6YW1lvfgryvMXcSWIEJ_vmUW_mFItdEHEat014/edit?usp=sharing)** on or before **January 25, 2021**.
5. Participants need to strictly comply with protocols on social distancing and implement precautionary measures consistent with the IATF health protocols, DOH protection protocols, local quarantine rules and all other relevant protocols outlined in DepEd and DepEd Task Force COVID-19 issuances.
6. For inquiries, you may contact Mr. Samuel Bab-anga or Ms. Augie Simangan, Youth Formation Coordinators at (074) 619-3492.
7. Immediate and wide dissemination of this Memorandum is desired.

  
**MARIE CAROLYN B. VERANO, CESO V**  
 Schools Division Superintendent

Encl.: As stated

Reference:

DepEd Order 49, s. 2011

Regional Memorandum No. 408, s. 2018.

DepEd Order 30, s. 2019

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

TRAINING PROGRAMS

SPG, SSG, ALS, YES-O  
TEACHER-ADVISERS

DSVIM

apas / SGOD / YF  
2021-01-21



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**Address:** No. 82 Military Cut-off Road, Baguio city  
**Telephone/Fax:** 074-442-4326 / 074-442-7819 | **Email:** depedbaguiocty@gmail.com  
**Website:** www.depedpines.com | **Facebook Page:** facebook.com/DepedTayoBaguioCity



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**Enclosure 1. ACTIVITY MATRIX**

DAY 1			
TIME	ACTIVITY/TOPIC	METHODOLOGY	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
	Nationalistic Song		Evangeline A. Cabauatan
	Welcome Remarks and Statement of Purpose		Samuel B. Bab-anga <i>Youth Formation Coordinator</i>
	Message		Arthur Tiongan <i>Chief, SGOD</i>
	Pretest	Written Test	Augie Perl Simangan <i>Youth Formation Coordinator</i>
9:31-10:00	Health Break		
10:01- 11:00	Getting to Know You	Workshop	Evangeline A. Cabauatan
11:10-12:00	Mentoring Student Organization in the 21 <sup>st</sup> Century	Lecture and Workshop	Romeo P. Tomas
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	Lecture and Workshop	Glenda S. Saludo
2:00-3:00	Mandated PPAS and Calendar of Activities	Lecture and Workshop	Ruth P. Olao
3:00-3:30	Health Break		
3:31-5:00	Utilization of Factors in Writing the Minutes of Meeting	Lecture and Workshop	Diona A. Palayen
DAY 2			
TIME	ACTIVITY/TOPIC	METHODOLOGY	PERSON/S-IN-CHARGE
7:30-8:00	Registration		Precila L. Mayanggao and Araceli K. Tamiray
	MOL	Group Activity	SSG Advisers
8:31- 10:00	Revisiting the SSG Constitution and By-laws	Lecture	Landy U. Minos
10:01-10:30	Health Break		
10:31-12:00	Parliamentary Procedures	Lecture and Workshop	Evangeline A. Cabauatan
12:01-1:00	Lunch Break		
1:01-2:00	Learners' Participation in the Policy Making Process	Lecture	Daniel C. Angagan
2:00-3:00	Activity Design/ Project Proposal	Lecture and Workshop	Precila L. Mayanggao



"HANDANG MAG SERBISYO"



GEEV  
CERTIFICATION  
SOLUTIONS





DAY 3			
TIME	ACTIVITY/TOPIC	METHODOLOGY	PERSON/S-IN-CHARGE
7:30-8:00	Registration		Precila L. Mayanggao and Araceli K. Tamiray
	MOL	Group Activity	SSG Advisers
8:31- 10:00	Writing a Resolution	Lecture and Workshop	Romeo P. Tomas
10:01-10:30	Health Break		
10:31-12:00	Events Management (Steps)	Lecture	Diona A. Palayen
	Events Management (Tools)	Lecture and Workshop	Josie Jane D. Padio-an
12:01-1:00	Lunch Break		
1:01-2:00	Building Partnership and Linkages	Lecture	Grace Marie B. Angihan
2:00-3:00	Youth Social Skills and Participative Skills	Lecture	Araceli K. Tamiray
3:01-3:15	Posttest	Written Test	Augie Perl Simangan YFC
3:16-3:30	Health Break		
3:30-4:30	Closing Program		
	Insights and Reflection		Imelda P. Bantas
	Giving of Certificates		Augie Perl Simangan, Samuel Bab-anga YFC
	Closing Remarks and Challenge		Augie Perl Simangan YFC
	Closing Prayer		Augie Perl Simangan YFC

Samuel F. Bab-Anga Augie Perl Simangan	Overall Chairman
Francine Rillera	Co-chairman (Planning Committee)
Imelda T. Bantas	Chairman TWG 1st Batch
Rio Quirit	Chairman TWG 2nd Batch
Marie Angihan	Chairman TWG 3rd Batch
Division Training TWG	
Araceli Tamiray	Josie Jane Padio-han
Daniel Angaga	Landy Minos
Diona Palayen	Precila Mayanggao
Dominic Dacsig	Romeo Tomas
Evangeline Cabautan	Ruth Olao
Glenda Saludo	Hilda Padilla

## Enclosure 2. PARTICIPANTS

1 <sup>st</sup> Batch (January 27, 2021)	2 <sup>nd</sup> Batch (January 28, 2021)	3 <sup>rd</sup> Batch (January 29, 2021) via virtual
SPG Adviser	SSG Advisers	DFSSG Officers
Elementary YES-O Advisers/Coordinators	Secondary YES-O Advisers/Coordinators	
	ALS Representative	

