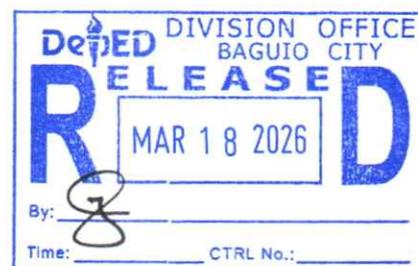




Republic of the Philippines
Department of Education
Cordillera Administrative Region
SCHOOLS DIVISION OF BAGUIO CITY



18 March 2026

DIVISION MEMORANDUM

No. **206-2026**

NAVIGATING TRANSITIONS: BRIDGING LEADERSHIP AND ENSURING CONTINUITY OF THE DIVISION FEDERATION SUPREME SECONDARY LEARNER GOVERNMENT (DFSSLG) OFFICERS

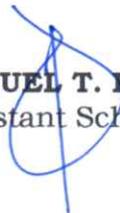
To: CID and SGOD Division Chief
All Public Schools District Supervisors
Education Program Supervisors
Public Secondary School Heads
Division Learner Government SSLG Teacher-Advisers & Officers
Others concerned

1. This Office, in partnership with **Every Nation Campus Baguio City**, will conduct **“Navigating Transitions”** for incoming and outgoing Division Federation Supreme Secondary Learner Government Officers (DFSSLG) student leaders. The activity, scheduled for **March 28, 2026**, at the **SDO Baguio City 3rd Floor Training Hall**, focuses on developing confident, hopeful, and mentally resilient student leaders committed to supporting their peers.
2. The objectives of the activity are as follows:
 - a. Understand who they are beyond their titles and roles
 - b. Make sense of the changes they are currently experiencing
 - c. Develop emotional resilience and healthy coping strategies
 - d. Rediscover the value of supportive, values-based community
3. The following documents are enclosed for reference:
 - a. Enclosure No. 1: List of participants
 - b. Enclosure No. 2: Activity Matrix
 - c. Enclosure No. 3: Parental Consent Form
 - d. Enclosure No. 4: Learner Consent, Waiver, Indemnity and Release
4. Teaching and non-teaching participants are entitled to corresponding service credits, subject to the usual accounting and auditing rules and regulations in accordance with DepEd Order No. 53, s. 2003, and other related issuances governing the grant of service credits.

5. For queries and concerns, kindly contact Ms. Augie Perl Simangan, Division Youth Formation Coordinator thru +63 917 170 8990 or youthformationbaguio@city@gmail.com
6. Immediate dissemination of this memorandum is desired.

SORAYA T. FACULO PhD, CESO V
Schools Division Superintendent

For the Schools Division Superintendent:


SAMUEL T. EGGAEN JR. EdD, CESO VI
Assistant Schools Division Superintendent

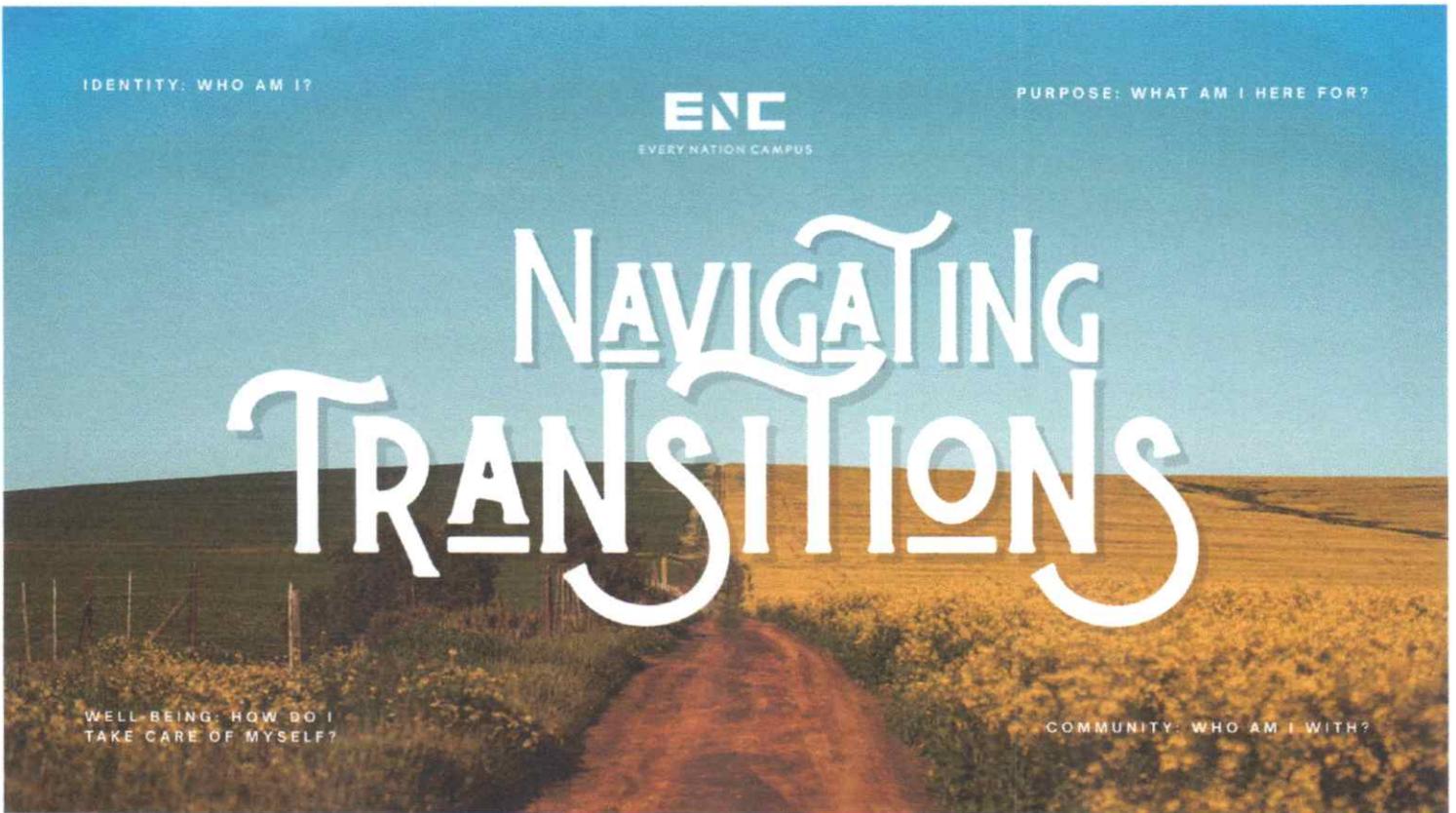
Enclosure 1. List of Participants

SY 2026-2027 Division Federation Supreme Secondary Learner Government		
Name of Learner	School	Position/ Designation of the Learner
Zheanne Avery D. Ramirez	Baguio City High School	President
Bernice Joy S. Servito	Guisad Valley National High School	Vice President
Dhiane S. Claveria	Pinget National High School	Secretary
Veenuz Lei B. Bumaltao	Pines City Junior High School	Treasurer
Yvone Cawayan	Rizal National High School	Auditor
Paula Lourdes D. Abuan	Baguio City National Science High School	Public Information Officer
Jeseli Glenn P. Dakiwas	Fort Del Pilar National High School	Protocol Officer
Richell G. Edic	Joaquin Smith National High School	YES-O Representative
Princess Kristine R. Benitez	Quezon Hill National High School	BKD Representative
Keira rose D. Marrero	Adiwang Integrated School	BOARD MEMBER
Jaynica Jhem P. Sabas	Crystal cave Integrated School	BOARD MEMBER
Mysty Mahan O. De Juan	Bakakeng National High School	BOARD MEMBER
Kynsha L. Wansi	Happy Hollow National High School	BOARD MEMBER
Alyza Sherene D. Laño	Irisan National High School	BOARD MEMBER
Juillet Carmen D. Lacmaan	San Vicente National High School	BOARD MEMBER
Dean Avree R. Gatlec	Magsaysay National High School	BOARD MEMBER
Kyle Ethan O. Abon	Pines City Senior High School	BOARD MEMBER
Glenn Carl G. Mejia	Roxas National High School	BOARD MEMBER
Ayesha Bautista	Santo Tomas National High School	BOARD MEMBER
Kheizilyn Hannah F. Tabec	Hillside National High School	BOARD MEMBER

SY 2025-2026 Division Federation Supreme Secondary Learner Government		
Name of Learner	School	Position
Ortinero, Heart Frenzella W.	Magsaysay National High School	President
Navalta, Darell Kyle M.	Pines City National Junior High School	Vice President

Benter, Darlene Izabelle N.	Joaquin Smith National High School	Secretary
Espada, Mai Angel G.	Pines City National Senior High School	Treasurer
Basilio, Esmeralda S.	Irisan National High School	Auditor
Delos Reyes, Angela A.	Baguio City High School	Public Information Officer
Cardinez, jayda Faith N.	Fort del Pilar National High School	Protocol Officer
Abordo, Kristoff Cyril D.	Roxas National High School	Board Member
Redulla, Nicolle B.	Quezon Hill National High School	Board Member
Bie, Cloe M.	Guisad Valley National High School	Board Member
Tirao, Trisha May D.	San Vicente National High School	Board Member
Oyangwa, Iawe P.	Hillside National High School	Board Member
Claveria, Dhiane s.	Pinget National High School	Board Member
Cueto, Jammellert C.	Happy Hollow National High School	Board Member

Enclosure 2. Activity Matrix



ENC
EVERY NATION CAMPUS

NAVIGATING TRANSITIONS

IDENTITY: WHO AM I?
WELL-BEING: HOW DO I TAKE CARE OF MYSELF?

PURPOSE: WHAT AM I HERE FOR?
COMMUNITY: WHO AM I WITH?

SEQ	TIME	DURATION	ACTIVITY
1	7:00 AM	10:00	CALL TIME & SET-UP - some important details
2	8:10 AM	20:00	Huddle - Huddle Leader - Pray for 1, 2
3	8:30 AM	30:00	GATE OPENS - Registration - Giving of Retreat Materials - CPR (Connect, Pray, Reconnect)
4	9:00 AM	03:00	OPENING PRAYER - From ENC
5	9:03 AM	05:00	OPENING REMARKS - From DepEd
6	9:08 AM	07:00	INTRODUCTION - Who we are? - What we do? - Setting of Expectation
7	9:15 AM	10:00	ICE BREAKER - some important details
8	9:25 AM	05:00	INTRODUCTION TO SESSION 1 - What is this session all about? - Introduction to the Speaker
9	9:30 AM	30:00	SESSION 1: IDENTITY - Who am I?
10	10:00 AM	10:00	MINISTRY TIME - Altar Call
11	10:10 AM	20:00	GROUP PROCESSING - Small Group Sharing & Peer Dialogue - The goal is not to add to what was discussed but to draw out their learning - Let's listen to their answers.
12	10:30 AM	30:00	SESSION ACTIVITY - DISC test
13	11:00 AM	10:00	— B R E A K —
14	11:10 AM	05:00	INTRODUCTION TO SESSION 2 - What is this session all about? - Introduction to the Speaker
15	11:15 AM	30:00	SESSION 2: PURPOSE - What am I here for?
16	11:45 AM	15:00	PERSONAL REFLECTION TIME - some important details
17	12:00 PM	20:00	GROUP PROCESSING - Small Group Sharing & Peer Dialogue - The goal is not to add to what was discussed but to draw out their learning - Let's listen to their answers.
18	12:20 PM	10:00	QUESTION & ANSWER - Sudo - Plant some questions
19	12:30 PM		— LUNCH BREAK —
1	1:30 PM	10:00	ICE BREAKER - some important details
2	1:40 PM	05:00	INTRODUCTION TO SESSION 3 - What is this session all about? - Introduction to the Speaker
3	1:45 PM	30:00	SESSION 3: EMOTIONAL WELL-BEING - How do I take care of myself?
4	2:15 PM	20:00	GROUP PROCESSING - Small Group Sharing & Peer Dialogue - The goal is not to add to what was discussed but to draw out their learning - Let's listen to their answers.
5	2:35 PM	20:00	WELL-BEING TOOLKIT - What can we share to them?
6	2:55 PM	10:00	QUESTION & ANSWER - Sudo - Plant some questions
7	3:05 PM	10:00	— B R E A K —
8	3:15 PM	05:00	INTRODUCTION TO SESSION 4 - What is this session all about? - Introduction to the Speaker
9	3:20 PM	30:00	SESSION 4: COMMUNITY - What am I here for?
10	3:50 PM	30:00	TEAM BUILDING ACTIVITY - some important details
11	4:20 PM	20:00	GROUP PROCESSING - Small Group Sharing & Peer Dialogue - The goal is not to add to what was discussed but to draw out their learning - Let's listen to their answers.
12	4:40 PM	10:00	QUESTION & ANSWER - Sudo - Plant some questions
13	4:50 PM	10:00	RESPONSE FROM PARTICIPANTS - Choose 5 students for response
14	5:00 PM	05:00	FEEDBACK FORM - Distribute Feedback Forms
15	5:05 PM	05:00	CLOSING REMARKS -
16	5:10 PM		— E N D —

MORNING

AFTERNOON



Address: 82 Military Cutoff Rd, Baguio, Benguet, 2600

Telephone No.: (074) 665-1231

Email Address: baguio.city@deped.gov.ph

DepEd Tayo Baguio City

<https://depedpines.com>

Enclosure No. 3. Parental Consent Form

PARENTAL CONSENT FORM

I, _____, as the parent or legal guardian of _____, hereby acknowledge that I have been informed of the details of the conduct of the **NAVIGATING TRANSITIONS: BRIDGING LEADERSHIP AND ENSURING CONTINUITY OF THE DIVISION FEDERATION SECONDARY LEARNER GOVERNMENT (DFSSLG) OFFICERS** that will be held on March 28, 2026 from 8:00 AM to 5:00 PM at the 3rd Floor Training Hall, SDO Baguio City.

I understand that my child's in-person attendance at the event will include associating with teachers, fellow learners and school personnel, and other persons inside and outside of the school.

Voluntary Participation

I acknowledge that my child's participation in this activity is completely voluntary. My child may decline to participate or withdraw from participation at any time for any reason. Declining or withdrawing participation will not result in any penalty or loss of benefits or reduction of any basic right to which my child is entitled. While there remains the risk of possible transmission of any communicable disease to my child/ren, and to the members of my household, I freely assume the said risk, and I permit my child/ren to attend this activity.

Exclusion (Limitations/Ineligibility)

I am aware that symptoms of any communicable disease include, but are not limited to, fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, the new loss of taste or smell, sore throat, congestion or runny nose, nausea, vomiting, and diarrhea.

I confirm that my child currently has none of those symptoms and is in good health. I will not allow my child to physically go to the event if my child or any member of my household develops any of the said symptoms or any other symptoms of illness that may or may not be related to any communicable disease. I will also inform the school/division and not allow my child to attend the event if my child or any of my household members test positive for any communicable disease. My child/ren and I, with my household members, will follow the required health and safety protocols and procedures adopted by the school and community.

Documentation

I confirm that I give full permission to any recording or picture taken of my child during the conduct of this event and to use some or all my child's images/ contribution/ performance in any publication (including electronic publications such as film or website) created by or for the Department of Education (DepEd) - Schools Division of Baguio City official platforms.

Confidentiality

I am aware that any information that will be given during the activity will be kept strictly confidential, and personal information will be treated in accordance with the Republic Act 10173, Data Privacy Act of 2012. I am assured that the information about my child will not be shared outside of the implementation team. My child’s name will not be used when data from this activity is analyzed.

I hereby confirm that I agree and understand the commitment of my child as a participant. I also understand and will support my child’s endeavor to meet the expectations, guidelines, and responsibilities to his/her fellow participants and to DepEd.

To the extent allowed by law and rules, I hereby agree to waive, release, and discharge all claims, causes of action, damages, and rights against the school/division and its personnel as well as officials and personnel of the Department of Education SDO Baguio City relative to the conduct of the activity.

With full understanding, I – on behalf of myself, my household members, and my child/ren – hereby freely and voluntarily give my consent to my child’s participation in the activity. I also attest that I had sought the views of my child, and he/she has expressed a willingness to participate in the activity.

CONTACT DETAILS FOR QUESTIONS OR PROBLEMS

For any concerns or clarification, you may contact the SDO Baguio City, SGOD-YF through the email address youthformationbaguiocity@gmail.com

Signature of Parent/Guardian over Printed Name	Contact Details (Mobile Number)
Name of Child/ren	Date



Enclosure No. 4: Learner Consent, Waiver, Indemnity and Release

LEARNER CONSENT, WAIVER, INDEMNITY and RELEASE

(To be completed by the Learner)

I, _____, agreed to participate with the consent of my parents and/or legal guardian in the **NAVIGATING TRANSITIONS: BRIDGING LEADERSHIP AND ENSURING CONTINUITY OF THE DIVISION FEDERATION SECONDARY LEARNER GOVERNMENT (DFSSLG) OFFICERS** that will be held on March 28, 2026 from 8:00 AM to 5:00 PM at the 3rd Floor Training Hall, SDO Baguio City.

I agree to give permission to the **Department of Education (DepEd) – Schools Division of Baguio City – Youth Formation** and its representatives to make recordings of my voice and to take photographs and/or videos in which I appear in at the event and location stated above, to be used for the communications and various public campaigns of the Department be it in print, broadcast and/or electronic media.

I have read and understood the accompanying letter and information leaflet. For things I do not understand, I will ask my Parent/Guardian to clarify the objective of the activity for me.

I know the purpose of the project/activity and the part I will be involved in. I know that DepEd and its representative are not allowed to use the information about me in any form that might harm my rights and well-being.

<hr/>	<hr/>
Name of Learner	Name of School
<hr/>	<hr/>
Age	Date