

Republika ng Pilipinas Kagawaran ng Edukasyon JUN 09 2023 p

SANGAY NG MGA PAARALAN NG LUNGSOD NAGA

June 9, 2023

DIVISION MEMORANDUM No. <u>14기</u>, s. 2023

### ELECTION AND LEADERSHIP TRAINING OF DIVISION FEDERATION OF SUPREME ELEMENTARY LEARNER GOVERNMENT (SELG) AND SUPREME SECONDARY LEARNER GOVERNMENT (SSLG) OFFICERS FOR SY 2023-2024

To: Assistant Schools Division Superintendent

Chief Education Supervisors CID and SGOD Personnel

OSDS Unit Heads

Public Elementary and Secondary School Heads

All Others Concerned

1. Pursuant to DepEd Order No. 47, s. 2014 titled "Constitution and By-Laws of the Supreme Pupil Government and Supreme Student Government in Elementary and Secondary Schools and OUPOPS No. 2023-03 dated May 5, 2023 re: Interim Guidelines of the Learner Government Program (LGP) For School Year 2023-2024, this Office shall conduct an Election and Leadership Training of Division Federation of Supreme Elementary Learner Government (SELG) and Supreme Secondary Learner Government (SSLG) Officers for SY 2023-2024 on **June 15 and 16, 8:00 a.m.-5:00 p.m. at SDO Conference Hall**, Naga City.

2. The activity aims to:

- a. elect the division federated learner government officers in elementary and secondary schools
- b. capacitate the SELG and SSLG Officers for effective leadership which shall contribute to their holistic development
- c. orient the SELG and SSLG Officers on the mandated programs, projects and activities of Learner Government Program

3. Participants to this activity are the following:

Date	Expected Participants
June 15, 2023	10 Technical Working Committee/Resource Speakers
	30 SELG Presidents
	30 SELG Advisers
June 16, 2023	10 Technical Working Committee/Resource Speakers
	12 SSLG Presidents
	12 SSLG Advisers

- Participants shall bring their own food during the activity.
- 6. Enclosed to this memorandum are the following:

a. Program

- b. Technical Working Committee
- c. Parents' Consent Form

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### Republika ng Pilipinas Kagawaran ng Edukasyon

### REHIYON V SANGAY NG MGA PAARALAN NG LUNGSOD NAGA

- 7. The Technical Working Committee shall have a virtual meeting on June 14, 2023, 2:00 p.m. via google meet https://meet.google.com/iib-ybhn-fdg
- 8. SELG and SSLG Advisers are requested to facilitate the information dissemination, compliance of permits, and the accomplishment of the Database of SELG and SSLG for SY 2023-2024 through this link <a href="https://tinyurl.com/yxmkvm9v">https://tinyurl.com/yxmkvm9v</a> on or before June 14, 2023.

9. Immediate dissemination of this Memorandum is desired.

SUSAN S. COLLANO CESO V
Schools Division Superintendent

DATE: 0 9 JUN 2023 S: 27pm

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## Republika ng Pilipinas

# Kagawaran ng Edukasyon REHIYON V

### TANGGAPANG PANSANGAY NG MGA PAARALAN NG LUNGSOD NAGA

Encl. No 2 to DM \_\_\_\_ s. 2023

### **WORKING COMMITTEE**

### a. EXECUTIVE COMMITTEE

SUSAN S. COLLANO CESO V	Schools Division Superintendent
CECILE C. FERRO CESO VI	Assistant Schools Division Superintendent
MICHAEL A. DEL ROSARIO PhD	OIC-Chief, SGOD
ANNA LIZA F. ABULOC	Chief, CID
MARY ANN B. ROSAURO	AOV – Admin Services

### b. TECHNICAL WORKING GROUP

	Committe	e on	Program Supervision	
Name	Designat	tion	Terms of Reference	Output
Jobert P. Narvadez	Chair Planning	for	Lead the Committee	Monitor the progress of program implementation and provide technical
				assistance if needed.

	Committee on Pr	oject Implementation	
Name	Designation	Terms of Reference	Output
Edelaine A. Manlapaz	Chair for Planning	Lead the Committee	Designation of assignments
Jerome H. Baldemoro	Co-Chair(s) for	Orient the committees	Workshop-Outputs of
Arturo A. Armea	Planning	Check the technical facilities	the participants
	Bury II. Marya - Francis Goldern Brog	Coordinate with involved personnel Assist the session management	

g party at the	Committee o	n Documentation	
Name	Designation	Terms of Reference	Output
Arturo A. Armea	Chair for Planning	Lead the Committee	Completed attendance sheets
Marie Christine C. Ignacio Janet T. Barrios	Co-Chair(s) for Planning	Prepare attendance/ registration sheets Secure that all participants be logged in the registration sheets Prepare Narrative Report	and accomplishment reports two weeks after the event Certificates, communication letters

	Committee on Mo	nitoring and Evaluation	
Name	Designation	Terms of Reference	Output
Maria Teresa R. Rentoy	Chair for Planning	Lead the Committee	Tools and consolidated report
Nancy A. Morada	Co-Chair(s) for Planning	Conduct the survey for evaluation, quality assurance	

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# Republika ng Pilipinas

# Kagawaran ng Edukasyon REHIYON V

### TANGGAPANG PANSANGAY NG MGA PAARALAN NG LUNGSOD NAGA

C	ommittee on Hea	lth Measures and Safety	
Name	Designation	Terms of Reference	Output
Joanne G. Sebastian, MD	Chair for	Lead the Committee	Maintained
*	Planning		health and safety
Ayn Loreste Peteza	Co-Chair(s) for	Secure maintain health	measures
1 Carlo Carl	Planning	protocols during the event	
		Provide safety measures and	Charles and the control of the contr
		assistance	C420 V

	Committee on E	lection
Task	Focal Person	Term of Reference
Moderator pur	June 15, 2023	1. Serve as the Chief Election Officer in charge of the entire election proceedings.
5 165. 354 - <b>383</b> 1	Jesus S. Guray, SSG Adviser Cararayan National High School	<ul><li>2. Explain the election guidelines and procedures to the participants.</li><li>3. Announce the result of the polling right</li></ul>
	June 16, 2023	after every voting `process.  4. Entertain questions, concerns, and
	Myra Fe B. Abres, SSG Adviser Rosario V. Maramba Elementary School	clarifications raised by the participants that need to be addressed.
Poll Facilitator	June 15, 2023	Regulate the entire polling system     Create a poll for every electoral position
	<b>Kirth Harvey Cordis</b> , SSG Adviser Balatas National High School	3. Endorse the result of the poll to the moderator for the announcement.
	June 16, 2023	DO Maga Cult
L. 40 ce of Division	ER T. Barbin, DFSSG President Leon Q. Mercado High School	enn No. 180, s. 2001, pri Abbinitation DPIATs; this Office Brentship og pre
Timer	June 15, 2023	1. Update the poll facilitator on the time remaining for the voting.
	Benito Lot Jr. O. Reyes, SSG Adviser	2. Manage the time during the questionand-answer session with the
	Leon Q. Mercado High School	moderator and the candidates for a particular position
	June 16, 2023	3. Head up the breakout facilitator about the remaining time of the candidate
	Ariel Madera Capos, DFSSG Board Member Carolina National High School	answering the question in the main room
Technical Support	June 15, 2023 <b>Domingo J. Vinluan Jr</b> , SSG Adviser Naga City Science High School	1. Manage all the technical execution during the virtual elections including but not limited to spotlighting the candidate/moderator, presenting/sharing of the presentation decks, and documentation.
	June 16, 2023	documentation.

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# Republika ng Pilipinas Ragawaran ng Edukasyon

### TANGGAPANG PANSANGAY NG MGA PAARALAN NG LUNGSOD NAGA

Aileen C. Santo Domingo. teacher

Rosario V. Maramba Elementary School

2. List down the number of times a student officer nominates a candidate for an electoral position.

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# Republika ng Pilipinas Ragawaran ng Edukasyon REHIYON V

### SANGAY NG MGA PAARALAN NG LUNGSOD NAGA

Aileen C. Santo Domingo, teacher	
Rosario V. Maramba Elementary	
School	

2. List down the number of times a student officer nominates a candidate for an electoral position.

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## Republika ng Pilipinas

# Kagawaran ng Edukasyon

### REHIYON V

### SANGAY NG MGA PAARALAN NG LUNGSOD NAGA

Encl. No 3 to DM			
	DELIMA, DARCY 8202		
	PARENT'S/GUARDIA	N'S CONSENT FORM	
Name of Learner:		DMINISTRATIVE ÖFFICER V DMINISTRATIVE OFFICER NA	
		OMINISTRATIVE OFFICER IV	
Danant's Carandian's		DVIINISTRATIVE OFFICER IV	
rarent's Guardian's	TUY, DEXTER REMPILLO		
Vame:	REY, SRRA MINGLENTE	OMINISTRATIVE OFFICER IV DMINISTRATIVE OFFICER II	
Relationship to Lea	rner: AAA KARRILAA KOVARA	DMINISTRATIVE ASSISTANT III	
Home Address			
Contact Number/s	JAVIER, JESSICA SAN JUAN	DIVINISTRATIVE ASSISTANT III	
Citle of the Activity	JAVIER, JESSICA SAN JUAN	DMINISTRATIVE ASSISTANT III	
Tanasa.	Analysis of Activity	DMI <del>NISTRATIVE ASSISTANT III</del>	
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