



Republic of the Philippines
 Department of Education
 Region V (Bicol)
DIVISION OF CATANDUANES
 Virac, Catanduanes



September 17 2015
RELEASED
 DepEd-Division Office of Catanduanes
 RECORDS SECTION
 SEP 21 2015

DIVISION MEMORANDUM
 No. 97 s. 2015

2015 DIVISION LEADERSHIP CAMP TRAINING FOR SUPREME PUPIL AND STUDENT SUPREME GOVERNMENT OFFICERS/MEMBERS AND ADVISERS

TO : Chief (CID, SGOD)
 Education Programs Supervisors
 Public Schools District Supervisors
 Elementary and Secondary School Heads

1. Recognizing the significant role and contributions of the Supreme Pupil Government (SPG) and Supreme Student Government (SSG) in the schools, this year's **Division Leadership Training for Supreme Pupil/Student Government Officers and Advisers** will be on **October 19-21, 2015** for elementary level and **November 5-7, 2015** for secondary level. The venue will be announced later.
2. The theme is "Responding to the Needs of Adolescent Issues and Concerns Equipping Leaders' Skills in Reaching Out to Peers." The objectives are:
 - share SPG/SSG's best leadership practices in running the school's core organization;
 - be equipped with knowledge, skills and attitude of effective leadership;
 - interact meaningfully with others through leadership sessions and group dynamics;
 - identify and apply learned leadership skills.
3. The highlights of the Camp Training include, sharing of SPG/SSG leadership best practices, plenary/breakout sessions, social and cultural show. Teacher-advisers have separate sessions simultaneously with the sessions for pupil/student leaders.
4. The registration fee for each participant is Seven Hundred Pesos (Php. 700.00) to defray expenses for food, accommodation, kits and other materials and other incidental expenses. Travel and other related expenses of the participants are chargeable against school MOOE/PTA, SEF or other funds sourced from private organization subject to usual accounting and auditing rules and regulations.
5. Participants should wear uniform t-shirt decided by the committee designated with printed SPG/SSG Training printed logo or school uniform during the training. SPG/SSG Advisers should send their confirmation to join to comply with the number allotted to each school/district on or before **October 12, 2015** to Mrs. Cynthia T. Soneja, EPS I, Araling Panlipunan. Pupil/Student leaders without advisers will be taken cared by other advisers.
6. A School/District-Based leadership may be conducted after the training to share the learned knowledge and skills, attitudes and values on leadership to all the SPG/SSG leaders and members and advisers.
7. The following Enclosures are contained in this memorandum.

Enclosure No. 1	Allotment of Participants
Enclosure No. 2	Training Matrix
Enclosure No. 3	General Guidelines
Enclosure No. 4	Parent's Permit
8. Since November 7, 2015 falls on Saturday, one (1) day Compensatory Overtime Credit (CDC) for the overtime services of the Education Program Supervisors and school heads and one (1) day service Credit for teachers be granted pursuant to paragraph 5.3 K of Joint Circular No. 2 of Civil Service Commission.
9. Immediate and wide dissemination of this Memorandum is desired.

NYMPHA D. GUENO
 Assistant Schools Division Superintendent
 Officer-In-Charge

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

SPG

SSG

TRAINING

ALLOTMENT OF PARTICIPANTS PER DISTRICT /SCHOOL
 2015 DIVISION LEADERSHIP CAMP TRAINING FOR SUPREME PUPIL AND STUDENT SUPREME GOVERNMENT
 OFFICERS/MEMBERS AND ADVISERS

ELEMENTARY LEVEL

October 19-21, 2015

DISTRICT	NUMBER OF PARTICIPANTS		
	SPG OFFICERS/MEMBERS	SPG ADVISERS	TOTAL
1. BAGAMANOC NORTH	10	2	12
2. BAGAMANOC SOUTH	10	2	12
3. BARAS NORTH	10	2	12
4. BARAS SOUTH	10	2	12
5. BATO EAST	10	2	12
6. BATO WEST	10	2	12
7. CARAMORAN NORTH	10	2	12
8. CARAMORAN SOUTH	10	2	12
9. GIGMOTO	10	2	12
10. PANDAN EAST	10	2	12
11. PANDAN WEST	10	2	12
12. PANGANIBAN	10	2	12
13. SAN ANDRESEAST	10	2	12
14. SAN ANDRES WEST	10	2	12
15. SAN MIGUEL NORTH	10	2	12
16. SAN MIGUEL SOUTH	10	2	12
17. VIGA EAST	10	2	12
18. VIGA WEST	10	2	12
19. VIRAC NORTH	10	2	} 24
SPECIAL PROGRAMS (VPES-SSES, JMAMES SPED)	10	2	
20. VIRAC SOUTH	10	2	12
TOTAL	210	42	252

TRAINING/TECHNICAL STAFF

TRAINERS/FACILIATATORS	SCHOOL	DISTRICT
1. JUAN GEROMO, SP II	BATO CENTRAL ES	BATO EAST
2. MARISOL-LIM, SP II	BUYO IS	VIRAC NORTH
3. DENNIS GIANAN, SP I	LICTIN IS	SAN ANDRES EAST
4. FELICITAS MENDEZ, SP I	SAN VICENTE ES	VIRAC NORTH
5. REGGIE CERDEÑA	TIMBAAN ES	SAN ANDRES EAST
6. AUGUSTO VARGAS, MT II	VPES-SSES	VIRAC NORTH
7. SOCORRO L. MOLOD, MT II	VPES	VIRAC NORTH
8. ARMEN SAMUDIO, T I	San Andres Central ES	SAN ANDRES EAST
9. RONALD TESORERO	Bato Central Es	BATO EAST
TECHNICAL STAFF		
1. ROBERT TABLETE	VPES	VIRAC NORTH
2. MARIVIC MANLANGIT	JMAMES	VIRAC NORTH

SECONDARY LEVEL
 NOVEMBER 5-7, 2015

SCHOOL	NUMBER OF PARTICIPANTS		
	SSG OFFICERS/MEMBERS	SSG ADVISER	TOTAL
1. AGBAN NHS	7	1	8
2. ANTIPOLO NHS	7	1	8
3. BAGAMANOC RDHS	7	1	8
4. BARAS RDHS	7	1	8
5. BATO RDHS	7	1	8
6. BOTE IS	7	1	8
7. BUGAO NHS	7	1	8
8. BUYO IS	7	1	8
9. CAB CAB NHS	7	1	8
10. CABUGAO IS	7	1	8
11. CALATAGAN NHS	7	1	8
12. CARAMORAN NHS	7	1	8
13. CARAMORAN SF	7	1	8
14. CATANDUANES NAT'L HIGH SCHOOL	7	1	} 16
SPECIAL PROGRAMS(SMO, SPA)	7	1	
15. COBO INTEGRATED SCHOOL	7	1	8
16. CODON NATIONAL HIGH SCHOOL	7	1	8
17. DARIAO NHS	7	1	8
18. DORORIAN NHS	7	1	8
19. GIGMOTO RDHS	7	1	8
20. HAWAN NHS	7	1	8
21. LICTIN IS	7	1	8
22. MAGNESIA NHS	7	1	8
23. MANAMBRAG NHS	7	1	8
24. MAYNGAWAY NHS	7	1	8
25. MILAVIGA INTEGRATED SCHOOL	7	1	8
26. PALTA NHS	7	1	8
27. PALUMBANES INTEGRATED SCHOOL	7	1	8
28. PANDAN SCH. OF ARTS & TRADES	7	1	8
29. PANGANIBAN NHS	7	1	8
30. PANGANIBAN NHS (CAIC Comp.)	7	1	8

31. SAN ANDRES VOC'L SCHOOL	7	1	8
32. SAN JOSE NHS	7	1	8
33. SAN MIGUEL RDHS	7	1	8
34. SAN MIGUEL RDHS (Mabato Annex)	7	1	8
35. SAN VICENTE NHS	7	1	8
36. SICMIL INTEGRATED SCHOOL	7	1	8
37. SUPANG-DATAG NHS	7	1	8
38. TABUGOC NHS	7	1	8
39. TAMBONGON NHS	7	1	8
40. TINAGO NHS	7	1	8
41. TUBLI NHS	7	1	8
42. VIGA RDHS	7	1	8
TOTAL	301	43	344

TRAINING/TECHNICAL STAFF

TRAINERS/FACIITATORS	SCHOOL
1. Teresa T. Camu, HT	CNHS
2. Rosalinda Burce, HT	SAVS
3. Salve Seña, HT	Supang-Datag
4. Letecia Torrocha, SP	Tambongon NHS
5. Ruth Buhayo	Bato RDHS
6. Imelda Mendoza	San Miguel RDHS
7. Joven San Ramon	Tinago NHS
8. Charena Villegas	SAVS
9. Jupiter Torno	CNHS
Technical Staff	
10. Melvin Publico	Panganiban NHS,CAIC
11. Kevin Escubido	Calatagan NHS

GENERAL GUIDELINES

2015 DIVISION LEADERSHIP CAMP TRAINING FOR SUPREME PUPIL AND STUDENT SUPREME GOVERNMENT OFFICERS/MEMBERS AND ADVISERS

October 19-21, 2015

November 5-7, 2015

PRE-TRAINING PREPARATION

Pre-Registration

Participants should pre-register on October 5-12, 2015 at the Division Office c/o Mrs. Cynthia T. Soneja/ the Division Cashier, Mrs. Cielo Tubale. The accomplished Pre-Registration Forms endorsed by the Public Schools District Supervisor or Secondary School Principal should be presented to facilitate the transaction.

TRAINING PROPER

Arrival of Participants

Participants are expected to arrive at day 1, October 19, 2015/November 5, 2015. Upon arrival they should proceed to the Registration Committee to confirm registration. Receipts or proofs of payment, accomplished pre-registration forms and Parents/Guardian permits should be presented to claim training kits and to determine the assignment of quarter and group for the pupil/student delegates. No registration shall be accepted during the arrival of the participants and on the day of the leadership camp training.

Payment

Payment should be in cash. However, if payment will be in check, it should be payable to DepEd, Division of Catanduanes. No personal checks should be honoured.

Meals

Meals shall start A.M. snacks of Day 1, of October 19, 2015/November 5, 2015 and end with P.M. snacks of Day 3, October 21, 2015/ November 7, 2015. Lost ticket will not be replaced.

What to bring

All Participants are required to bring their beddings, jackets, caps/umbrellas and flashlights, camp uniform/school uniform, clothes (with shorts and pants), and toiletries.

Wearing of ID

Camp Training ID should be worn at all times for recognition and security reasons. No participant shall be allowed to enter to the mess hall, plenary and breakout session without ID.

Dress Code

There shall be no dress code. However, participants are required to wear the camp uniform (t-shirt and pants) or school uniform (t-shirt w/ school logo and pants) within the duration of the training. Wearing of shorts is not allowed during sessions, except during camp activities/games.

Medical Needs

All participants are presumed to be in good health. However, minor medical needs shall be addressed by the organizer. Expenses in this regard shall be charged against personal funds.

Acquaintance/ Socials

This shall be held 8:00-10:00 in the evening of Day 1. Games and other activities shall be facilitated by the DFSPG/DFSSG Officers under the supervision of the advisers.

Search for Mr. & Miss Ambassador & Ambassadors

All participants shall witness the search on the evening of Day 2 at 8:00 to 10:00. This will be facilitated by the SPG/SSG Advisers.

Attendance

Attendance of the participants to sessions shall be strictly checked during the whole duration of the leadership camp training.

DEPARTURE OF PARTICIPANTS/DISTRIBUTION OF CERTIFICATES

No one is allowed to go home ahead of schedule. All participants must depart after the Closing Program on October 21, 2015/November 7, 2015. Certificates of Participation and Certificate of Appearance shall be distributed by district/school during the Closing Program. SPG/SSG Facilitators/Trainers shall also be awarded with Certificate of Recognition during the Closing Program.

TRAINING MATRIX

DIVISION SSG/SPG CAMP TRAINING
 OCTOBER 19-21, 2015 (Elementary)
 NOVEMBER 5-7, 2015 (Secondary)

TIME	DAY 1	DAY 2	DAY 3
6:00-6:30		WELLNESS EXERCISES	WELLNESS EXERCISES
6:30-7:00		BREAKFAST	BREAKFAST
7:30 – 10:00	ARRIVAL/CONFIRMATION OF REGISTRATION	Sharing of SPG/SSG Best Leadership Practices	PLENARY SESSION: Peer Counselling: Another Dimension in Reaching Out to Others
10:00- 10:30	SNACKS	SNACKS	SNACKS
10:30-11:30	SETTLING OF PARTICIPANTS /ROOM ASSIGNMENTS	PLENARY SESSION: Understanding the Influence in Making decisions along Healthy relationships and Lifestyle among Teenagers	BREAKOUT SESSION: Pupil/Student Group "Servant Leadership: The servant leader is servant first...." Advisers' Group Techniques in Peer Counselling
11:30-12:00	LUNCH BREAK		
1:00-5:00	OPENING PROGRAM (1:00-2:30) SNACKS (2:30-2:45) PLENARY SESSION (2:45-5:00) SPG/SSG Constitution And By-Laws.	BREAK OUT SESSION: (1:00-3:00) Pupil/Student Group Mechanics of the Meeting. Practical skills in running an effective meeting and recording notes and minutes. Advisers' group Bridging the Gap: Having a Better relationship with Pupil/Student Leaders SNACKS (3:00-3:15) GROUP DYNAMICS/COMPETITION (3:00-5:00) Poster making Slogan Contest Extemporaneous Sppech	CLOSING PROGRAM (1:00-2:00) HOME SWEET HOME (2:00)
6:00 – 7:00	BREAK		
	DINNER		
8:00-10:00	FELLOWSHIP NIGHT Retro Dance Contest	SEARCH FOR MR. & MS. AMBASSADOR & AMBASSADRESS	