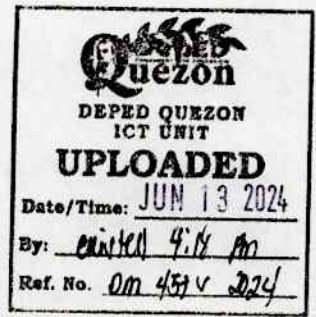




Republic of the Philippines
Department of Education
Region IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE



10 June 2024

DIVISION MEMORANDUM
DM No. 457, s. 2024

CAPACITY BUILDING FOR THE SUPREME SECONDARY LEARNER GOVERNMENT (SSLG) AS SCHOOL GOVERNANCE COUNCIL (SGC) MEMBERS

To: Assistant Schools Division Superintendents
Division Chiefs
Public Schools District Supervisors
School Heads In-Charge of Learner Formation
Secondary School Heads
All Others Concerned

1. In compliance with **DepEd Order No. 26, s. 2022** titled **Implementing Guidelines on the Establishment of School Governance Council (SGC)**, this Office, through the School Governance and Operations Division – Learner Formation Section (SGOD-LFS), shall conduct a capacity building for SSLG as SGC members on **June 15, 2024 at M. I. Sevilla's Resort, Brgy. Domoit, Lucena City**. Please see the enclosures for the program and list of participants.
2. The activity shall capacitate the representatives of the Supreme Secondary Learner Government (SSLG) on the functions as member of the School Governance Council (SGC). Specifically, this activity aims to:
 - a. orient the SSLG Presidents on the School Governance Council (SGC) implementing guidelines;
 - b. review the Constitution and By-Laws of the SSLG; and
 - c. conduct workshop on preparing resolutions, proposals, and other related matters using SGC prescribed templates.
3. All school heads and non-teaching personnel who will attend this activity shall be entitled to compensatory time-off (CTO) in accordance to **CSC and DBM Joint Circular No. 2, s. 2004**.
4. Conduct of all activities related to the Learner Government Program (LGP) shall follow community guidelines on safety and health protocols.

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5. All expenses incurred in the conduct of the capacity building for the SSLG as SGC members shall be charged against division MOOE including travel expenses of the technical working group and school MOOE/local funds for the travel expenses of participating school heads and learners subject to the usual accounting and auditing rules and procedures.
6. Immediate dissemination of and strict compliance with this Memorandum is earnestly desired.


ROMMEL C. BAUTISTA, CESO V
Schools Division Superintendent

sgod/mamt/06/10/2024

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Enclosure 1 to DM No. 457, s. 2024

Program Flow of the Capacity Building for the Supreme Secondary Learner Government (SSLG) as School Governance Council (SGC) Members

7:00 a.m. – 8:00 a.m.	Arrival and Registration	<i>Participants and TWG</i>
8:01 a.m. – 8:30 a.m.	Preliminaries National Anthem Opening Prayer CALABARZON March Quezon Hymn Energizer Attendance Check	<i>Audio-Visual Presentation</i>
8:31 a.m. – 8:35 a.m.	Welcome Remarks	Elizabeth M. De Villa SGOD Chief
8:36 a.m. – 8:40 a.m.	Message	Venus T. Balmedina, EdD OIC-ASDS
8:41 a.m. – 8:45 a.m.	Message	Rommel C. Bautista, CESO V SDS
8:46 a.m. – 9:00 a.m.	Statement of Activity Objectives and Introduction of Resource Speakers	Hazel Ann S. Camo PDO I SGOD-LFS
9:01 a.m. – 10:30 a.m.	Constitution and By-Laws of the Supreme Secondary Learner Government (SSLG)	Sherry-Anne R. Palasigue PDO I SDO Nueva Ecija Learner Formation Focal Person
10:31 a.m. – 12:00 n.n.	Salient Points of the Implementing Guidelines on the Establishment of School Governance Council (SGC)	Eloisa J. Pramis PDO I SDO San Pablo City Learner Formation Focal Person
12:01 p.m. – 1:00 p.m.	Lunch Break	
1:01 p.m. to 1:15 p.m.	Energizer	
1:16 p.m. – 2:15 p.m.	Resource Mobilization for SSLG Programs, Projects, and Activities in Schools	Jofit P. Dayoc Education Program Supervisor SDO General Trias City
2:16 p.m. – 3:15 p.m.	Proposal and Resolution Writing using SGC Templates	SGOD-LFS
3:16 p.m. – 4:30 p.m.	Workshop Proper	<i>Participants</i>
4:31 p.m. – 5:00 p.m.	Closing Program	

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Enclosure 2 to DM No. 47, s. 2024

List of Participants to the Capacity Building for the Supreme Secondary Learner Government (SSLG) as School Governance Council (SGC) Members

Name of SSLG President	Name of School Head
Mary Joeliana Joebelle F. Abal	Janet N. Suaverdez
Ram B. Broncano	Anna Liza C. Romantico
Jade Angela E. Avellano	Gina A. Avellaneda
Haryl M. Peñaverde	Calixto S. Blazo
Jhon Paul D. Collamat	Marnita G. Banderada
Anna G. Rutaquio	Loida V. Trijo
Syvel T. Belardo	Ruben B. Lladone Jr.
Aldrin R. Ibarrola	Reynaldo V. Nanong
Hearthea C. Mejia	Mario A. Guevarra
Althea L. Palapag	Gladlylyn L. Sasa
Sharpaye Gwyn R. Delivios	Marina R. Abueva
Dhanna Altheya A. Dooc	Clarissa B. Decena
Zarah Mae F. Solis	Prescila D. Cortez
Ma. Clarise Angela L. Juarez	Peter Andrew G. Regencia
Kein Ashley N. Corvera	Jessie V. Vasquez
Karl Cedric C. Callejo	Buenaventura D. Lucas
Princess Bea B. Ssegundo	Clariza Lourdez F. Malveda
Csiloamn Vincent D. Narciso	Francisco D. Oblea
Mark Rhenniel Q. Abelita	Rebie A. Marciano
Anna Theresa V. Cabangon	Melecia C. Cueto
Sophia Kyle A. Rodelas	Marilou T. Bañal
Nicole M. Ladisla	Jocelyn S. Calvelo
Jairus G. Jusi	Ronnie A. Patacsil
Maye Joi F. Fernandez	Antonio D. Revillame
Jeremy Jade M. Ongwico	Nida B. Basila
Franzine A. Diinla	Benedict C. Abello
Alyssa Mae O. Aurellana	Cynthia P. Cuya
Austine B. Bacia	Rogelio P. Villapando
Roxanne P. Cafe	Felix M. Alegre
Denver L. Matcha	Allan E. Data
Cristine Rose I. Valderrama	Arminda D. Red
Pauleen Denyz D. Reyes	Sighlie M. Regodon
Glecelyn Garaniel	Salve J. Hosain
Kristal E. Bustonera	Lecerio F. Del Moro Jr.
Jerome S. Pabilan	Gay C. Sasis
Khen Loyd G. Sevilla	Edson A. Villanueva
Abegail P. Madrona	Reynaldo I. Zamora
Charmie A. Palomado	Leopoldo B. Mendoza
Nanz Mark D. Dionesio	Gelyn D. De Castro

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Enclosure 3 to DM No. 457, s. 2024

Parent Consent Form

This form confirms that as parent/guardian, I agree to allow the participation of my son/daughter in the conduct of **Capacity Building for the Supreme Secondary Learner Government (SSLG) as School Governance Council (SGC) Members** on **June 15, 2024**. This is to confirm that I give full permission for any activity that may be done during this event and the use of some or all of their images/contributions/performances in any publication (including electronic publications such as film or website) created by or for the DepEd – Quezon Learner Formation and to release this material on DepEd official platforms.

I hereby confirm that I agree and understand the commitment of my son/daughter to the learner government program. I also understand and will support my son's/daughter's endeavor to comply with existing rules and regulations for the said event, meet the expectations as participant, and fulfill the responsibilities as an officer of the Learner Government (LG).

Name and Signature of the Learner

Name and Signature of the Parent/Guardian

Date

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