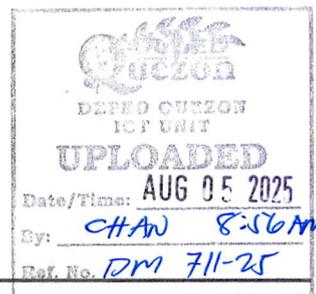




Republic of the Philippines
Department of Education
Region IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE



31 July 2025

DIVISION MEMORANDUM
DM No. 711, s. 2025

CLUSTER LEVEL CLUB ELECTIONS AND PLANNING WORKSHOP 2025

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

1. In reference with **Division Memorandum No. 586, s. 2025** titled **School Club Fair 2025**, this Office, through the School Governance and Operations Division – Learner Formation Section (SGOD-LFS), announces the conduct of the cluster level club elections and planning workshop on **August 4-18, 2025**. Please see Enclosure 2 for the schedule and host school per cluster.
2. This activity shall amplify the voices of learners for advocacy representation and decision-making. Specifically, this activity aims to provide support to all learners to instill effective leadership which shall contribute to their holistic development.
3. All clusters shall adhere to the guidelines and templates discussed during the **Online Orientation on the Learner Government Election and Appointment Code (LGEAC)** held last February 14, 2025.
4. The Learner Government Commission on Election and Appointment (LG COMEA) Chief Commissioners per club in each cluster shall submit their election report through the link **<https://tinyurl.com/ClusterClubs25>** at the end of their election schedule.
5. All elected elementary and secondary district YES-O, BKD, RCYC, and YECS presidents, School Heads In-Charge of Learner Formation, and one non-teaching personnel who will serve as chaperone shall attend the cluster level club elections and planning workshop.
6. No proxy or other representatives shall be allowed in this activity.
7. Conduct of this activity shall follow the provisions in **DepEd Order No. 12, s. 2025 – Multi-Year Implementing Guidelines on the School Calendar and Activities; DepEd Order No. 9, s. 2005 – Instituting Measures to Increase Engaged Time-on-task and**

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Ensuring Compliance Therewith; DepEd Order No. 3, s. 2023 – An Order Allowing the Conduct of In-person Activities in Schools; and community guidelines on safety and health protocols.

8. All expenses incurred in the conduct and monitoring of cluster level elections and planning workshop shall be charged against school MOOE/local funds for school personnel and learners and division MOOE/local funds for division personnel subject to the usual accounting and auditing rules and procedures.
9. Immediate dissemination of and strict compliance with this Memorandum is earnestly desired.


ROMMEL BAUTISTA, CESO V
Schools Division Superintendent 

sgod/yfs/07/31/2025

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Enclosure 1 to DM No. 711, s. 2025

Parent Consent Form

This form confirms that as parent/guardian, I agree to allow the participation of my son/daughter in the conduct of Cluster Level Club Elections and Planning Workshop on August ____, 2025 at _____. 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 formation programs. 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 a club officer.

Name and Signature of the Learner

Name and Signature of the Parent/Guardian

Date

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Enclosure 2 to DM No. 711, s. 2025

Schedule of Cluster Level Club Elections and Host Schools

Cluster	Schedule	Host School
1 – Burdeos, Panukulan, Polillo, Patnanungan, Jomalig, General Nakar 1, General Nakar 2, Infanta	August 12, 2025	Infanta Central School School Head: Dennes R. Lagrimas
2 – Real, Mauban North, Mauban South, Lucban, Sampaloc, Pagbilao 1, Pagbilao 2, Padre Burgos	August 11, 2025	Real Central Elementary School School Head: Rhienald V. Rivera
3 – Sariaya East, Sariaya West, Candelaria East, Candelaria West, Tiaong 1, Tiaong 2, San Antonio, Dolores	August 4, 2025	San Antonio Central School School Head: Lina O. Flores
4 – Agdangan, Unisan, Pitogo, Macalelon, General Luna, Catanauan 1, Catanauan 2, Mulanay 1	August 18, 2025	General Luna Central Elementary School School Head: Joseph Presly R. Labaguez
5 – Mulanay 2, San Francisco 1, San Francisco 2, San Narciso 1, San Narciso 2, Buenavista 1, Buenavista 2, San Andres	August 18, 2025	Aurora Central Annex I Elementary School School Head: Rodel D. Dimatera
6 – Alabat, Perez, Quezon, Atimonan 1, Atimonan 2, Plaridel, Gumaca East, Gumaca West	August 5-6, 2025	Perez Central Elementary School School Head: Kim Matthew L. Valdez
7 – Lopez East, Lopez West, Calauag East, Calauag West, Guinayangan North, Guinayangan South, Tagkawayan 1, Tagkawayan 2	August 7-8, 2025	Tagkawayan Central Elementary School School Head: Thelma E. Manalo

-nothing follows-

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Enclosure 3 to DM No. 711, s. 2025

Chief Commissioners of the LG COMEA for Cluster Level Club Elections

Cluster	Name	School
1	Marwin B. Alpajora	Amot Elementary School
	Lorena T. Avellaneda	Angelo Elementary School
	Rosie C. Porte	Canaway Elementary School
	William V. Maritana Jr.	Alitas Elementary School
	Jane Jasmin M. Galicia	Apad Elementary School
	Joan M. Curia	Pandan Elementary School
	Sheryl Jean N. Dig	Paaralang Sekundarya ng Patnanungan Norte
	Roman C. Torres	Polillo National High School - Extension
2	Reynato Z. Obis	Nagsinamo National High School
	Aris H. Sanchez	Concepcion Elementary School
	Catherine May M. Manuba	Cagbalete II Elementary School
	Elmer C. Ravina	Pagbilao National High School
	Jennifer E. Ayapana	Silangang Malicboy National High School
	Clarissa J. Zenarosa	Tagumpay Elementary School
	Marivi D. Ladines	Sampaloc Elementary School - Main
	Prescila D. Cortez	Hinguiwin National High School
3	Maria Leonora A. Dimaano	Kinatihan 2 Elementary School
	Maricon V. Estrellado	Mayapyap Elementary School
	Arman M. Claveria	Bungoy Elementary School
	Gindra R. Perez	Bulihan Elementary School
	Albert D. Sarmiento	Pantoc Elementary School
	Evangeline C. Rubio	Sampaloc 1 Elementary School
	Daisy A. Aguilar	Ayusan Elementary School
	Pacita S. Orogo	Cabay Elementary School
4	Jovito L. Rendiza	Salvacion Elementary School
	Maria Violeta D. Elises	Catanauan National High School
	Jessa C. Marquez	Estanislao Perlal National High School
	Ramil C. Escrimadora	San Ignacio Ilaya Elementary School
	Eraiza Jane T. Forbes	San Vicente Elementary School
	Joey O. Balaguer	Ilayang Cambuga Elementary School
	Evelou F. Escosia	Pitogo Central School - II
	Mary Grace M. De Castro	Rizal Elementary School
5	Reygan L. Lazo	Bagong Silang Elementary School
	Rodel D. Magyaya	Hagonghong Integrated High School
	Erwin Paul D. Tagle	Doña Francisca Alvarez Rejano Integrated School
	Eric V. Mornaol	Alibihaban Integrated School
	Darwin F. Magas	Dr. Vivencio V. Marquez National High School
	Gilbert R. Sanieil	Gregorio G. Edaño Sr. Elementary School
	Dina Q. Banaban	Gregorio Reyes National High School
	Marjouriebeth L. Unada	San Isidro Elementary School

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6	Lecerio F. Del Moro Jr.	CB Encarnado Integrated School
	Marelou A. Canales	Buhangin Elementary School
	Teresita N. Paunil	Magsaysay Elementary School
	Ariel T. Tarray	Villa Padua Elementary School
	Jerrieza M. Estancia	Pagsabangan Elementary School
	Sighlie M. Regodon	Perez National High School
	Maria Solita R. Paras	Plaridel Central School
	Janette J. Cabangon	Pablo D. Maningas National High School
7	Mark Anthony R. Maraño	Rufina P. Trinidad Memorial National High School
	Maria Elena Q. Carolina	Apad Elementary School
	Christian J. Ricafrente	San Luis I Elementary School
	Christian M. Bulgado	Lubigan Elementary School
	Edson A. Villanueva	Veronica National High School
	Jenette M. Panoso	Guites National High School
	Augustine S. Gonzales	Cabibihan National High School
Charlene P. Anda	Tunton Elementary School	
Mark Angelo M. Tiusan	Monitoring Official, SGOD PDO	
Hazel Ann S. Camo	Monitoring Official, SGOD PDO	
Rommel T. Oczon	Monitoring Official, SGOD PDO	
Florichel R. Lagos	Monitoring Official, SGOD PDO	

-nothing follows-

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Enclosure 4 to DM No. 711, s. 2025

**Standard Program of Activities for the Cluster Level Club Elections
and Planning Workshop 2025**

7:00 a.m. – 8:00 a.m.	Arrival and Registration	<i>Participants and TWG</i>
8:01 a.m. – 8:30 a.m.	Orientation and Briefing for TWG	<i>TWG Members and Division PDO</i>
8:31 a.m. – 9:00 a.m.	Management of Learning	<i>c/o Host School</i>
9:01 a.m. – 10:00 a.m.	Session: School Club Orientation	<i>c/o Division PDO</i>
10:01 a.m. – 12:00 n.n.	Election Proper	<i>Chief Commissioners and Designated Members</i>
12:01 p.m. – 1:00 p.m.	Lunch Break	
1:01 p.m. – 2:00 p.m.	Oath Taking Ceremony and Closing Program	<i>Chief Commissioners and Host School</i>

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