

Department of Education

**REGION XII** 

SCHOOLS DIVISION OF SOUTH COTABATO

Office of the Schools Division Superintendent

01 Oct 2024

DIVISION MEMORANDUM SGOD No. 13s. 2024

#### SCHOOLS DIVISION OF SOUTH COTABATO LEARNER FORMATION THIRD DIVISION LEARNER CONVERGENCE 2024

To: Chief Education Supervisors Public Schools District Supervisors/ Principals-In-Charge Public and Private Elementary and Secondary School Heads All Others Concerned

1. In reference to DedEd Order (DO) No. 49, s. 2011 titled, **Mandated Programs**, **Projects**, and Activities of the Supreme Secondary Government (SSG) and DO 11, s. 2016 titled, Additional Guidelines on the Constitution and By-Laws of the Supreme Secondary Government SSG and, Supreme Pupil Government (SPG) in Elementary & Secondary and DO 66, s.2017 titled, Implementing Guidelines on the Conduct of Off-Campus Activities, the Schools Division of South Cotabato through the Youth/Learner Formation Section shall conduct the Third Division Learner Convergence 2024 with the theme, "Matatag na Kabataan, Tungo sa Lipunang Naninindigan" #AngatKabataan at Banga National High School and Banga Central Elementary School, Banga, South Cotabato on November 8-10, 2024.

2. This activity is in response to the DepEd's directive to reevaluate, realign, and refocus its learner-related initiatives in line with its commitment to the MATATAG Agenda: Bansang Makabata, Batang Makabansa.

3. Further, this activity aims to provide meaningful opportunities for learners to acquire knowledge about their role in the process of nation-building, while also creating a secure environment where they can establish connections with individuals who share similar interests, including but not limited to leadership, governance, civic engagement, health and well-being, gender and social inclusion, climate action, environmental protection and agriculture, innovation, entrepreneurship, and future readiness, culture, arts, and peace.

4. Participants to this activity are the seven (7) major officers of the School Supreme Secondary Learner Government (SSLG), Supreme Elementary Learner Government (SELG), *Barkada Kontra Droga* (BKD), Youth Environment in School Organization (YES-O) officers and One (1) Chaperon (Teacher-Adviser) for each program. Interested learners and chaperons may join voluntarily and shall pay the registration fee in the amount of Php 200.00 to cover supplies, financial support to host school, and other activity







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expenses. Meals and snacks are not included in the registration. Hence, each school is required to bring their own food.

5. Registration, food, traveling expenses, and other incidental expenses of the learner participants shall be charged to school's local funds like canteen funds, Special Education Funds (SEF) or *Kabugwason* while teacher-advisers' expenses shall be charged to school MOOE subject to the usual accounting and auditing rules and regulations.

6. Identified and interested participants are directed to register thru this link: <u>https://tinyurl.com/3rdSDSCDLC2024</u> or scan the barcode below for confirmation of attendance on or before October 25, 2024. **Onsite Registration shall not be entertained**. They shall coordinate with their Municipal SSLG and SELG teacher-advisers on the submission of registration and list of confirmed participants.



7. Participants are advised to bring their own tumblers and eating utensils in compliance to "No Single-Use Plastics Policy." All personnel concerned are advised to refer to these enclosures for more information.

Enclosure No. 1 - Indicative Program of Activities Enclosure No. 2 - Project Doy Mechanics and Guidelines Enclosure No. 3 - Municipal Booth Mechanics and Guidelines Enclosure No. 4 - Shirt Design and Lanyard (Optional) Enclosure No. 5 - Parent's Consent

8. Personnel concerned are advised to ensure compliance with DO 66, s. 2017 titled, **Implementing Guidelines on the Conduct of Off-Campus Activities**. Please refer to the attached Parental Consent as requirement for the learner's participation.

9. Schoolheads concerned shall ensure that the participation of teachers in this activity shall strictly comply with the "No Disruption of Classes Policy" stipulated in DO 09, s. 2005 titled, **Instituting Measures to Increase Engaged Time-on-Task**.





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10. Works that fall within summer vacation, Saturdays, Sundays, and holidays are entitled to Compensatory Time Off (CTO) or Service Credits whichever is applicable for the employee in accordance with CSC and DBM Joint Circular No. 2, s. 2004 on Non-Monetary Remuneration for Overtime Service Rendered or DO 13, s. 2024, titled Revised Guidelines on the Grant of Vacation Service Credits for Teachers.

11. For further information and clarification, kindly contact Engr. Sigreed Ferolyn A. Moscosa and Rogelio Jr P. De Juan, Division Youth Formation Coordinators through mobile numbers +639175638962 and +639185340565.

12. Immediate dissemination of this memorandum is directed.

Encl: As stated Reference: As stated To be indicated in the <u>Perpetual Index</u> Under the following subjects	LEONARDO M. BALALA, CESO V Schools Division Superintendent
LEARNERS ORGANIZATION PROGRAMS	PROJECTS ACTIVITIES

SFAM/DM- schools division of south cotabato learner formation third division learner convergence 2024 0000/October 1, 2024





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Enclosure No. 1 - Indicative Program

## **Division Learner Convergence 2024**

Banga, South Cotabato

# ACTIVITY MATRIX

TIME	TOPIC	ACTIVITY/METHOD	RESOURCE PERSON
	D.	AY 0 (November 7, 202	4)
3:00 PM - 6:00 PM	Arrival, Registration, and Billeting	Logistics and Accommodation	DFSSLG Advisers DFSSLG Officers Host SSLG Officers
6:30 PM	House Rules	Guidelines and Regulations	Host School
	D	AY 1 (November 8, 202	4)
5:30 AM - 8:00 AM	Tree Planting/Tree Growing	Eco-Initiatives	DFYES-O Officers DFYES-O Advisers
9:00 AM - 10:00	Clean-Up Drive OPENING PROGRAM	Preliminaries	AVP
AM		Welcome Message	Host Principal
		Opening Remarks	LEVI B. BUTIHEN Asst. Schools Division Superintendent
		Statement of Purpose	CRISTOPHER T. FRUSA SGOD Chief
	Intermission	Banga NHS Select Students	
		Messages	LEONARDO M. BALALA, CESO V Schools Division Superintendent
			Invited Guests





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10:00 AM - 11:00 AM	<b>Plenary Session 1:</b> Gender and Development	Plenary Session and Lecture Presentation	Resource Speaker
	Mental Health		
	Peer Counseling		
11:00 AM – 12:00 NN	<b>Plenary Session 2:</b> RA No. 11596 "An Act Prohibiting the Practice of Child Marriage and Imposing Penalties for Violation Thereof"	Plenary Session and Lecture Presentation	Resource Speaker
10.00 88 1.00	Community Planning		
12:00 NN - 1:00 PM		LUNCH BREAK	
1:00 PM - 5:00 PM	<b>Project DOY:</b> Dreamweaver Opportunities for the Youth	Presentation of Schools Division of South Cotabato Learner Formation Advocacy	Invited Jurors
5:30PM ONWARDS	Booth	aunching of Municipa orch – DFSSLG Office	
	DA	AY 2 (November 9, 202	24)
5:30 AM - 6:30 AM	Zumba		Lower Valley Municipalities
6:30 AM - 7:45 AM	BREAKFAST		KFAST
	BREAKO	UT SESSIONS (SIMULT	TANEOUS)
	SUPREME SECON	IDARY LEARNER GOV	ERNMENT (SSLG)
8:00 AM - 9:30 AM	Parliamentary Procedure	Breakout Session, Lecture Presentation and Workshop	Resource Speaker
9:30 AM – 11:00 AM	Policy Making and Technical Writing Workshop	Breakout Session and Lecture Presentation	Resource Speaker
11:00 AM - 12:00 PM	Digital Governance	Breakout Session and Lecture Presentation	Resource Speaker





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12:00 PM - 1:00 PM		LUNCH BREAK	
1:00 PM – 5:00 PM	Team Building		DFSSLG Officers DFYES-O Officers DFBKD Officers DFSELG Officers LearnCon PH Delegates
	SUPREME ELEME	NTARY LEARNER GOV	VERNMENT (SELG)
8:00 AM – 9:30 AM	Leadership Styles	Breakout Session and Lecture Presentation	Resource Speaker
9:30 AM – 11:00 AM	Responsible Leadership and Managerial Skills	Breakout Session and Lecture Presentation	Resource Speaker
11:00 AM – 12:00 NN	Parliamentary Procedure	Breakout Session and Lecture Presentation	Resource Speaker
12:00 NN - 1:00 PM		LUNCH BREAK	
1:00 PM – 5:00 PM	Team Building		DFSSLG Officers DFYES-O Officers DFBKD Officers DFSELG Officers LearnCon PH Delegates
	YES -	O (Secondary & Eleme	entary)
8:00 AM - 9:30 AM	Tree Identification	Breakout Session and Lecture Presentation	Resource Speaker
9:30 AM – 11:00 AM	Green School Initiatives and SDGs Relating to YES-O	Breakout Session and Lecture Presentation	Resource Speaker
11:00 AM - 12:00 PM	Climate Change Action	Breakout Session and Lecture Presentation	Resource Speaker
12:00 PM - 1:00 PM	LUNCH BREAK		I BREAK
1:00 PM – 5:00 PM	Team Building		DFSSLG Officers DFYES-O Officers DFBKD Officers DFSELG Officers LearnCon PH Delegates





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	BARKADA KONTRA DROGA		GA
8:00 AM – 9:30 AM	Community Dynamics in Drug Abuse	Breakout Session and Lecture Presentation	Resource Speaker
9:30 AM - 11:00 AM	Battling Vices among Youth	Breakout Session and Lecture Presentation	Resource Speaker
11:00 AM - 12:00 PM	KABARKADA: Update & Laws	Breakout Session and Lecture Presentation	Resource Speaker
12:00 PM - 1:00 PM		LUNCH	BREAK
1:00 PM – 5:00 PM	Team Building		DFSSLG Officers DFYES-O Officers DFBKD Officers DFSELG Officers LearnCon PH Delegates
		TEACHER - ADVISER	5
8:30 AM - 10:00 AM	Adviser, Teacher, Role Model, Friend: On Being a Mentor to Student-Leaders	Breakout Session and Lecture Presentation	Resource Speaker
10:00 AM - 11:30 AM	Effective Organizational Management	Breakout Session and Lecture Presentation	Resource Speaker
11:30 AM - 1:00 PM		LUNCH BREAK	
1:00 PM – 2:30 PM	Evaluating and Improving Student Leadership Program	Breakout Session and Lecture Presentation	Resource Speaker
2:30 PM – 4:00 PM	Achieving Work-Life Harmony on Being a Teacher-Adviser	Breakout Session and Lecture Presentation	Resource Speaker
6:00 PM - 10:00 PM		DLC	NIGHT
	DA	Y 3 (November 10, 20	924)
5:30 AM - 6:30 AM	Zumba		Upper Valley Municipalities
6:30 AM - 7:45 AM	BREAKFAST		KFAST



Address: Alunan Avenue, Koronadal City, South Cotabato 9506 Telephone Number: (083)228-3801 Email Address: <a href="mailto:south.cotabato@deped.gov.ph">south.cotabato@deped.gov.ph</a>



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8:00 AM – 12:00 NN	<b>Project DOY:</b> Dreamweaving Opportunities for the	Final Judging of Schools Division of South Cotabato Learner Formation Advocacy, Municipal Learner Formation	Invited Jurors
	Youth	Booth, and Proclamation of Winners	
12:00 NN - 1:00 PM		LUNCH	BREAK
1:00 PM - 3:00 PM		CLOSING	PROGRAM
3:00 PM ONWARDS		HOME SWEET HOME	





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Enclosure No. 2 – Project DOY Mechanics and Guidelines

#### PROJECT DREAMWEAVING OPPORTUNITIES FOR THE YOUTH PITCHING COMPETITION

#### **OBJECTIVE:**

The competition aims to empower the youth across the 10 municipalities of South Cotabato by encouraging them to pitch innovative, impactful, and sustainable projects that address local issues and contribute to youth development, community engagement, and learning opportunities.

#### **MECHANICS:**

#### **1. ELIGIBILITY:**

Participants: The competition is open to SSLG, SELG, YES-O, and BKD from the 10 municipalities of South Cotabato.

Municipal Representation: Each municipality is allowed 1 team/entry. The team should consist of 3-5 members.

#### 2. PROJECT GUIDELINES:

Project Theme: The project should align with the theme of "Dreamweaving Opportunities for the Youth" and focus on areas such as:

- Youth empowerment through education, skills development, and employment.
- Community engagement by addressing specific community challenges or issues.
- Innovative solutions that bring a fresh perspective to common problems in the municipality.
- Sustainability and impact for the long-term benefit of the youth and the community.

Submission Requirements: Teams must submit a project proposal detailing the following:

Title: A catchy, relevant project title.

**Project Overview (Background and Introduction):** A summary of the issue being addressed and how the project aims to tackle it.

Objectives: Clear and measurable goals.

**Innovation:** Explanation of the creativity or uniqueness in the project's design or implementation.







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**Sustainability Plan:** Strategies for ensuring the project can be sustained over time, even after initial funding or support ends.

**Impact:** Describe the expected impact of the project on the community. How will the project bring about positive change in perception, behavior, or the overall quality of life for its target beneficiaries?

**Community Engagement:** Outline how the project will engage and involve the community. Will the project involve partnerships with local organizations, schools, or stakeholders? Explain how community members, including key stakeholders, will participate in the project's implementation and long-term support.

**Replicability:** Include any systems, tools, or models that could be easily adapted by other learner formation organizations, local governments, or schools division offices. Detail how the project can be scaled, replicated, or expanded to benefit other communities facing similar issues.

#### **3. PRESENTATION FORMAT:**

Time Limit: Each team will be given a maximum of 5 minutes to present their project.

#### Presentation Content: Presentations must cover the project's:

- Background and Introduction: Why the project is important and how it addresses local issues.
- Objectives: What would you like to achieve in this project
- Impact: What changes or benefits it will bring to the target community?
- Innovation: The creativity and out-of-the-box thinking behind the project.
- Community Engagement: How it involves or will involve the local community and stakeholders.
- Replicability: How easily it can be replicated in other municipalities or regions.
- Support Materials: Teams are encouraged to use visual aids such as PowerPoint slides, infographics, videos, or prototypes. These materials should be concise and visually engaging, supporting the pitch without overloading the presentation.

#### JUDGING CRITERIA:

#### Impact of the Project and Policy (35%):

How well does the project address a critical issue in the community?

What is the potential for the project to change behaviors, and perceptions, or improve the quality of life for its beneficiaries?





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Consideration of the depth of impact on thematic areas for learner formation or youth empowerment.

#### Structure: Creativity and Innovation (25%):

Does the project introduce a creative or innovative approach to solving a local issue?

How unique is the project in terms of design, strategy, or implementation compared to existing solutions?

How well-thought-out is the project's structure?

#### **Community Engagement (25%):**

How well does the project involve the local community or stakeholders in its implementation?

Does the project build a strong network or support system to ensure participation from the community?

#### **Replicability** (15%):

Can the project be scaled or replicated in other municipalities or regions?

Are there clear systems or tools that allow other local government units or Schools Division Offices to adopt the project?

#### AWARDS AND PRIZES:

Top 3 Winning Teams:

(exact amount to be determined by the organizers)

- 1st Place: Cash prize, certificate of recognition, and project funding.
- 2nd Place: Cash prize, certificate, and partial project funding.
- 3rd Place: Cash prize and certificate.

#### SPECIAL AWARDS:

- **Best in Innovation:** Awarded to the team with the most creative and innovative solution.
- **Best in Community Engagement:** Given to the team that demonstrated the highest level of community involvement.
- **Best Presenter:** Awarded to the individual who delivers the most compelling and confident presentation during the project pitch. The winner will be judged based on clarity, delivery, confidence, and ability to engage the audience.





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#### ALL PARTICIPANTS:

All participating teams will receive Certificates of Participation.

Submission Guidelines:

Proposal Submission:

Each team is required to submit their project proposal in PDF format (maximum 8 slides).

Proposals should be sent to the official competition email: <u>yf.southcotabato@deped.gov.ph</u> on or before October 25, 2024.

LATE SUBMISSIONS WILL NOT BE ENTERTAINED.





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Enclosure No. 3 - Municipal Booth Mechanics and Guidelines

#### 1. BOOTH DESIGN AND SETUP: ("Iba't Ibang Kapistahan ng South Cotabato")

• Each booth should be designed creatively to engage participants and offer informative displays. Booth exhibitors are required to follow these guidelines and must represent one of the following:

#### a. Thematic Unity:

Design each booth to reflect the convergence theme and highlight different aspects of the learners' projects or initiatives.

#### b. Engaging Displays:

Create interactive and visually appealing displays that effectively showcase the learners' work. Include elements like posters, digital presentations, and hands-on activities.

#### c. Interactive Features:

- o Integrate interactive components in each booth, such as:
  - Live Demonstrations: Students or learners demonstrating their projects or skills.
  - **Interactive Stations:** Hands-on activities or experiments that visitors can participate in.
  - **Virtual Tours:** Digital displays or VR experiences related to the projects.

#### 2. Engagement Activities

#### a. Activity Stations:

a. Set up stations where visitors can engage in specific activities related to each booth's theme or project.

#### b. Educational Workshops:

a. Include short workshops or mini sessions where learners can teach visitors about their projects or skills.

#### c. Quizzes and Games:

a. Organize educational quizzes or games at each booth with small prizes or incentives for participation.

#### d. Feedback Opportunities:

• Provide ways for visitors to give feedback on each booth, such as comment cards or digital surveys.

#### 3. Booth Management







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#### a. Staffing:

Ensure that each booth is staffed with knowledgeable learners or facilitators who can explain their projects and engage with visitors effectively.

#### b. Schedule and Timing:

Create a schedule for the booth hop, allowing adequate time for visitors to explore each booth. Ensure booths are staffed and ready for each scheduled time slot.

#### c. Flow Management:

Manage the flow of visitors to avoid overcrowding at any single booth. Consider using a rotation or timed approach to distribute visitors evenly.

#### 4. Logistics and Operations

#### a. Setup and Breakdown:

The booth exhibitors can start their set-up during Day 0 of the Division Learners' Convergence, when the Booth Hopping starts staff inside must be to the participants or visitors of their respective booths.

#### b. Maintenance:

Regularly check booths throughout the event to maintain cleanliness, organization, and functionality.

#### c. Compliance:

• Adhere to all event guidelines and safety regulations. Ensure that all booths meet health and safety standards.

#### 5. Promotion

#### a. Pre-Event Promotion:

Use social media, local announcements, and school channels to promote the booth hop activity and encourage participation.

#### b. Event Day Updates:

Share updates and highlights from the event to engage with a wider audience and encourage more visitors to participate.





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Division Learner Convergence 2024 Municipal Booth Shall have the following Schedule of Activities:

ACTIVITY	DATE AND TIME		
Ingress of Booth	November 7, 2024 4:00 p.m. to 6:30 p.m		
Launching / Ribbon Cutting November 8, 2024, 5:30 p			
Open House	November 8-10, 2024		
Egress of Booth	November 10, 2024		





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Enclosure No. 4 - Shirt Design and Lanyard (Optional)

#### **TEACHER ADVISER: Php 430.00**



LEARNER PARTICIPANTS: Php 320.00



3rd DLC ID Holder Php 125.00



Address: Alunan Avenue, Koronadal City, South Cotabato 9506 Telephone Number: (083)228-3801 Email Address: <a href="mailto:south.cotabato@deped.gov.ph">south.cotabato@deped.gov.ph</a>



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Interested to avail the T-Shirt and Pocket ID, kindly contact directly the DFSSLG Teacher Adviser: LOYD M. GALDONES at mobile number +639566352024.

Enclosure No. 5: Parent's Consent





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#### PARENTAL CONSENT

To Whom It May Concern:

I/We am/ are (\_\_\_) allowing / (\_\_\_) not allowing our son/daughter \_\_

Name

who currently enrolled at \_\_\_\_\_

School

to join and participate in SCHOOLS DIVISION OF SOUTH COTABATO LEARNER FORMATION THIRD DIVISION LEARNER CONVERGENCE 2024 at Banga National High School and Banga Central Elementary School, Banga South Cotabato on November 7-10, 2024.

Together with my/our child, I know that DepEd-Schools Division of South Cotabato -Youth Formation is expected to exercise the legal diligence required for the safety and well-being of my child for the duration of the activity. This legal diligence would include oral and written instructions whether given before or during the activity, that if followed, would ensure the safety of my / our child. If my child disregards or fails to follow those instructions or should act on his/her own, I/we, together with my/our child, shall have no claim against DepEd-Schools Division of South Cotabato, Schools, YES-O, and Teacher Advisers should any damage be caused, or liability incurred to property or person.

I understand that my son/daughter will be accompanied by their Organization's School Adviser/s.

Very truly yours,

Parent/Guardian Signature over Printed Name

Home/Office Address: \_\_\_\_\_\_ Contact No.\_\_\_\_\_

