



Republic of the Philippines
Department of Education
Region X
DIVISION OF MISAMIS ORIENTAL
Velez St., Cagayan de Oro City
www.depedmisor.net



(08822)724615, (088)8564454/ Fax(088)8564524

June 26, 2015

DIVISION MEMORANDUM

No. 187 S. 2015

To : **Education Program Supervisors
Public Schools District Supervisors
CID Chief & SGOD Chief
Section Heads, School Heads, Department Heads, Teachers
Working Committee
Senior High School Technical Working Team**

From : **CHERRY MAE L. LIMBACO, Ph.D., CESO V**
Schools Division Superintendent

Subject: **SA K TO 12: KAYANG-KAYA, SAMA-SAMA(MINDANAO LEG)**

1. In line with our continuous pursuit for increased awareness and support as we approach the implementation of Senior High School, the DepEd is targeting areas around the country wherein we may hold activities to spread awareness on K to 12 and the Senior High School Program in particular.

2. After successful run of " Sa K to 12: Kayang-Kaya, Sama-Sama" at the PICC Plenary Hall, the grand celebration of the Basic Education Program will also be held in Mindanao (Limketkai Mall, Cagayan de Oro City).Events will be held in order to ensure the information is well spread to all possible stakeholders. The details of the event are as follows:

Event	Venue	Date and Time	Attendees/ Participants
Speakers' Bureau Conference	Limketkai Luxe Hotel, Cagayan de Oro City	July 1, 2015 8AM	Schools Division Superintendents, Speakers' Bureau Representatives, Div. SHS Coordinators
Industry Partners' Dinner (Mindanao Leg)	Limketkai Luxe Hotel, Cagayan de Oro City	July 1, 2015 6PM	EXECOM, Regional Directors, Regional SHS Coordinators, Industry & Business Leaders(100)
Sa K to 12 Kayang-Kaya, Sama-Sama! (Mindanao Leg)	Atrium, Limketkai Mall, Cagayan de Oro City	July 2, 2015 8AM	EXECOM, Local Government Units, School Officials, Parents, Teachers, Students, etc.

3. The attire of these events is " Tayo Para sa Edukasyon" shirt (official shirt design is available in the www.depedmisor.net downloadable section).
4. Identified usherettes of this division shall wear white long sleeves, black slacks and black closed shoes.
5. For **Speakers' Bureau Conference**, the food and accommodation of the participants shall be sponsored by the Basic Education Sector transformation (BEST) Program. Travel and other expenses shall be charged against local funds subject to the usual accounting and auditing rules and regulations.
6. Select/ Invited Industry partners (to represent all Industry Partners) in this Division during the Industry Partners' dinner will be sponsored by the Basic Education Sector transformation (BEST) Program. Accommodation, transportation and other expenses shall be charged against local funds subject to the usual accounting and auditing rules and regulations.
7. For "**Sa K to 12: Kayang-Kaya, Sama-Sama**", the transportation, mobilization, food, accommodation and other expenses shall be charged against local downloaded MOOE funds subject to the usual accounting and auditing rules and regulations.
8. **All stakeholders** shall be invited by the **District Offices** as well as the provision of the shirts to be used during the summit. (A template of the invitation is available in the www.depedmisor.net downloadable section.)
9. Attached is the Working Committee for the three events.
10. For clarifications and/or confirmation of attendance, kindly contact Ms. Rhodora L. Gallares at 09195395121/ 09069151924 or Ms. Lucille Tesoro, EPS-11 of DepEd RX at 09089294018 or 09278493198.
11. Immediate and wide dissemination of this Memorandum is desired.

(Reference: Regional Memorandum No. 45, s. 2015 dated June 23, 2015)

CLL/rlg



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**WORKING COMMITTEE
 FOR**

Speakers' Bureau Conference(July 1, 2015 at 8:00am-4:00pm)

Industry Partners' Night(July 1, 2015 at 6:00 pm-9:00pm)

Luxe Hotel, Limketkai Drive, Cagayn de Oro City

"Sa Kto12 Kayang-kaya, Sama-Sama"(July 2, 2015 at 8am-12nn)

Atrium, Limketkai Drive, Cagayn de Oro City

COMMITTEE	IN-CHARGE	TASK
Pambansang Awit & Doxology	Ms. Liza Mae S. Zosa Mr. Mario Pacturan SPA Students MOGCHS, CDOC	Prepares and performs 6 minutes Pambansang Awit & Ecumenical Doxology/ Invocation
Invitation	Chair: PSDS of every district Members: School Heads	Prepares and prints the invitation letters Sends/ distribute letters to the invited guests
Decoration	Mr. Gerry P. Madrid-EPS-11 Mr. Norven G. Baylan-MOGCHS Mr. Franco Pelegrino-MOGHCS	Prepares the plan & present it to the Regional Decoration Committee Prepares the lay-out and installs the Backdrop Decorates the venue
Registration & attendance by District	Chair: PSDS of every district Members: School Heads	Prepares Registration forms and attendance sheet Collect all the attendance sheets during the session/s Submit the accomplished attendance sheets/ registration forms to the Regional Registration & attendance in-charge.
Escort	Chair: Ms. Imelda P. Galarrita-PSDS, Laguindingan Members: Rexan Galarrita, Principal Marcel Tagalogon, Principal	Escort the DepEd Central office officials from Laguindingan airport to Laguindingan NCHS, Molugan NHS, Opol NSTS and to the venue of the Speaker' bureau and summit
Accommodation/ Billeting & Transportation	Chair: Horace Amelia Q. Nacua, Ph.D. Co-chair: Mr. Anthony Y. Pacamalan, Principal, ONSTS Members: Opol School Heads	Coordinates with the Regional Accommodation/ Billeting in-charge Prepares the rooming list of the guests Facilitates the transportation of the guests accommodated by Mis.Or
Information Technology Set-up	Chair: Edwin Gamorot- PO Co-chair: Gerry P. Madrid-EPS-11	Install 2 projectors in the venue

		<p>Coordinate and check the sound system</p> <p>Assign in-charge in safe keeping of the projector in the hall.</p>
Security and Marshalls	<p>Chair: Rudy O. Magdugo- Chief, SGOD</p> <p>Co-chair: Marcel Tagalogon</p>	<p>Coordinates with the law enforcers for the security of guests</p> <p>Facilitates the orderly entrance and exit of the participants</p> <p>Ensures the proper conduct and decorum of participants.</p>
Documentation	<p>Chair : Mr. Danny A. Asio, SEPS</p> <p>Ms. Desiree E. Mesias,MOGCHS</p> <p>Ms. Felicitas R. Garcesa, MOGHCS</p> <p>Ms. Annalie Quidong, MOGCHS</p>	<p>Take note of the preliminaries</p> <p>Take pictures or videos of activities</p> <p>Take note the events before, during and after</p> <p>Write articles related to the July 1 & 2 Events</p> <p>Publish newsletter</p>