



Republic of the Philippines
Department of Education
 Region XI
SCHOOLS DIVISION OF DIGOS CITY

DIVISION MEMORANDUM
 No. 449, s. 2021

July 30, 2021

DIGOS CITY PUPIL-LEADERS' SUMMIT AND AWARDING OF OUTSTANDING SUPREME PUPIL GOVERNMENT, TEACHER-ADVISERS AND PUPIL-LEADERS

- To: SGOD and CID Chiefs
 Concerned Public Schools District Supervisor
 All School Heads of Public Elementary Schools
- In relation to DepEd Order No. 47, s. 2014 "Constitution and By-Laws of the Supreme Pupil and Supreme Pupil Government in Elementary and Secondary Schools" and DepEd Order No. 49, s. 2011 "Mandated Programs, Projects and Activities of Supreme Student Government", this Office through the Youth Formation Program Unit, together with the Division Federation of Supreme Pupil and Student Government, will be conducting a Digos City Pupil-Leaders' Summit 2021 and Awarding of Outstanding Supreme Pupil Government, Teacher-Adviser and Pupil Leaders on **August 12, 2021 @ 1:00 – 4:00 pm** via Facebook Live.
 - Participants are all SPG Teacher-Advisers and all SPG Officers in Schools for SY 2020-2021. They must register through <https://bit.ly/SPGSummit2021> not later than August 3, 2021 (Tuesday).
 - Further, all SPG Officers and Advisers are encouraged to submit an application for the search of outstanding SPG, Teacher-Adviser and Pupil Leader. Applicants are advised to register through <https://bit.ly/OutstandingSPSGSummit2021> and upload accomplished application form attached in this memorandum on or before August 10, 2021 (Tuesday) @ 12 o'clock noon. After registration, the evaluation team will contact you for the submission of your other documents. Please refer to the attached form and scoresheet.
 - Moreover, the said activity will be livestreamed through DepEd Tayo – Youth Formation - Division of Digos City and DepEd Tayo Digos City.
 - For questions or clarifications, you may contact Julie Anne N. Posadas through email address: julianne.posadas@deped.gov.ph or through mobile number 09075189150.
 - For immediate dissemination and compliance.

CRISTY C. EPE
 Schools Division Superintendent

James P. Orlis
 08/02/21

Encls: as stated
 References: as stated

To be indicated in the Perpetual Index under the following subjects:
 GOVERNANCE, YFP, SPG, SUMMIT

j.posadas: Digos City Pupil-Leaders' Summit 2021 and Awarding of Outstanding Supreme Pupil Government, Teacher-Adviser and Pupil Leaders
 30 July 2021



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DepEd Schools Division of Digos City

RECORDS SECTION

RELEASED
 74365
 DATE: 8/6/21 TIME: 4:53 pm
 BY: *[Signature]*

ENCLOSURE 1: APPLICATION FORM



FORM 1
Application Form

School: _____

District: _____

Full Name of Nominee:

Surname	First Name	Middle Name	Name Extension (Jr, Sr, III)
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Grade level (for pupil/student-nominee):

Address of the School:

Telephone/ Fax Number/CP Number:

Email Address:

School Population (if applicable):

CONTACT PERSON DATA (if applicable)

Full Name:

Surname	First Name	Middle Name	Name Extension (Jr, Sr, III)
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Home Address:

Date of Birth:

Position in the Organization:

Contact Number:

CERTIFICATION

I hereby certify upon my honor that all facts and information indicated herein are true and correct to the best of my knowledge. I further declare that any information given that proves to be untrue may constitute a ground for disqualification in the search and prosecution for perjury. Further, I subscribe and agree that the Department of Education, Schools Division of Digos City has the sole prerogative to select the winners, and that their decision is final and executory.

In witness hereof, I am executing and signing this statement voluntarily and without compulsion.

Signature Over Printed Name

ENCLOSURE 2: CRITERIA AND SCORE SHEET PER CATEGORY



**SCORESHEET FOR
SPG/SSG
BEST IMPLEMENTER**

NAME OF NOMINEE:					
NAME OF PROJECT:					
CRITERIA					PARTICIPANT'S POINTS
1. IMPACT OF THE PROJECT (30%)					
a. Addresses the problem of the school/community (Maximum of 15 points)	The SPG/SSG was able to identify and address a specific problem of the school by providing a solution such as sustainable and long-term program/project – 15 pts	The SPG/SSG was able to identify and address a specific problem of the school by providing a solution such as information dissemination, seminar, orientation, trainings, etc. – 10 pts	The SPG/SSG was able to identify a specific problem of the school and provide solution that is relevant but did not hit the problem of the school. - 5 pts		
b. Frequency of the Project Implementation (Maximum of 10 points)	Conducted Year-round – 10 pts	Conducted Weekly – 8 pts	Conducted Monthly – 6 pts	Conducted per quarter or once – 4 pts	
c. Level of Impact (Maximum of 5 points)	Regional-wide - 5 pts	Division-wide – 4 pts	Barangay-wide – 3 pts	School-wide – 2 pts	
2. TEAMWORK ON IMPLEMENTING PROJECTS (25%)					
a. Engaged Stakeholders (Maximum of 15 points)	The SPG/SSG was able to engage the students, teachers, administrators, parents and the barangay/community, and other external stakeholders in implementing the project - 15 pts	The SPG/SSG was able to engage the students, teachers, administrators, parents in implementing the project – 10 pts	The SPG/SSG was able to engage the students, teachers and administrators in implementing the project – 5 pts		
b. Involvement of the school (Maximum of 10 points)	The school officials, teachers and students were involved during the planning and implementation of the project – 10 pts	The teachers and students were involved during the planning and implementation of the project – 8 pts	Only the students planned and implemented the project – 6 pts		
3. CREATIVITY AND INNOVATION OF THE PROJECT (25%)					
a. Uniqueness of the project (Maximum of 10 points)	The project idea was new, unique and goes beyond the mandated programs, projects and activities of the SPG/SSG – 10 pts	The project was unique although somewhat patterned/adopted from other organization or DepEd mandated programs, projects and activities of the SPG/SSG – 5 pts			
b. Introduction of Innovative Solutions (Maximum of 10 points)	The SPG/SSG introduced highly innovative solution to the problem – 10 pts	The SPG/SSG introduced innovative solution to the problem although somewhat usual to the other organizations – 5 pts			

ENCLOSURE 2: CRITERIA AND SCORE SHEET PER CATEGORY

CRITERIA					PARTICIPANT'S POINTS
c. Use of Local Materials (Maximum of 5 points)	The SPG/SSG used local material in their project – 5 pts				
4. EFFECTIVE USE OF RESOURCES – (20 %)					
a. Partnership with other organizations (Maximum of 10 points)	The SPG/SSG was able to partner with regional or division office for the project implementation - 10 pts	The SPG/SSG was able to partner with private organizations for the project implementation - 8 pts	The SPG/SSG was able to partner with the barangay officials/committee for the project implementation – 6 pts	The SPG/SSG was able to partner with other clubs inside the school for the project implementation - 4 pts	
b. Accountability and Transparency (Maximum of 10 points)	The SPG/SSG provided/submitted disbursement and liquidation report to the studentry through a financial report posted in Bulletin Boards/website. – 10 pts	The SPG/SSG provided/submitted disbursement and liquidation report to the SSG Officers, adviser and school head. - 8 pts	The SPG/SSG provided/submitted disbursement and liquidation report to the SSG Officers and advisers. - 6 pts	The SPG/SSG provided/submitted records of budget to the teacher-adviser - 4 pts	
TOTAL POINTS					

SIGNATURE OVER PRINTED NAME OF THE EVALUATOR

DESIGNATION AND DATE

ENCLOSURE 3: CRITERIA AND SCORE SHEET PER CATEGORY



**SCORE SHEET FOR
SPG/SSG TEACHER -
ADVISER**

NAME OF NOMINEE:		
School/District:		
CRITERIA	MAXIMUM POINTS	PARTICIPANT'S POINTS
1. EXCELLENCE IN STUDENT/PUPIL GOVERNANCE	30	
1.1. Organizational Leadership	15	
a. Implementation of all mandated PPAs	10	
b. Governance – 5 points (Refer to DO 47 s. 2014)	5	
1. General Plan of Action 2. Resolutions 3. Minutes of the Meeting 4. Financial Reports 5. Activity Completion /Evaluation Reports 6. List of School Clubs/Organizations 7. Project Proposals 8. Communication Letters 9. Accomplishment Report 10. Election Reports		
1.2. Networking, Linkages and Collaboration	10	
a. Involvement in community/civic/organizations/ associations	5	
b. Involvement in outreach/extension programs/activities Outreach/Extension programs/activities initiated where nominee served as: Proponent/Chair = 1.00 Member = 0.50	5	
1.3. Experience	5	
The candidate has been SPG/SSG Officer for two (2) terms		
2. EMBODIMENT OF DEPED CORE VALUES	40	
2.1 Maka-Diyos	10	
Upholds/Respects beliefs and faith Manifests moral standard Right conduct, Honesty, Involvement in religious/spiritual activities		
2.2 Makatao	10	
Charity/Kindness Empathy and Sympathy Compassion Human Dignity and Equality Multi-culturalism		

ENCLOSURE 3: CRITERIA AND SCORE SHEET PER CATEGORY

CRITERIA	MAXIMUM POINTS	PARTICIPANT'S POINTS
2.3 Makakalikasan	10	
<i>Cleanliness and Orderliness Proper Waste Management Energy Conservation Environmental Protection and Preservation Wise use of resources</i>		
2.4 Makabansa	10	
<i>Takes pride in being a Filipino Resiliency in times of need/crisis Obedience to existing rules and regulations Community Service Involvement Promotes and patronizes local products, services and practices</i>		
3. OUTSTANDING ACCOMPLISHMENTS	30	
3.1. Trainings/Seminars/Workshops Related to School Governance and Leadership Advocacy	5	
3.2. Awards and Recognitions Related to School Governance and Leadership Advocacy	5	
3.3 Leadership Initiative and Advocacy	15	
<i>3.3.1 Flagship/Innovative Program or Project (10 points)</i>		
<i>3.3.2 Resource Speakership related to School Governance and Leadership Advocacy (5 points)</i>		
3.4 Educational Attainment and Professional Growth	5	
<i>Doctorate Degree (5 points) Doctorate Degree CAR (4) Master's Degree (3 points) Master's Degree CAR (2 points) At least 18 earned MA units (1 point)</i>		
TOTAL	100	

SIGNATURE OVER PRINTED NAME OF THE EVALUATOR

DESIGNATION AND DATE

ENCLOSURE 4: CRITERIA AND SCORE SHEET PER CATEGORY



NAME OF NOMINEE:		SCORE SHEET FOR SPG/SSG STUDENT LEADER
School/District:		
CRITERIA	MAXIMUM POINTS	PARTICIPANT'S POINTS
1. EXCELLENCE IN STUDENT/PUPIL GOVERNANCE	<u>30</u>	
1.1. Organizational Leadership	15	
<i>a. Implementation of all mandated PPAs</i>	10	
<i>b. Governance – 5 points</i>	5	
<i>(Refer to DO 47 s. 2014)</i> <i>1. General Plan of Action</i> <i>2. Resolutions</i> <i>3. Minutes of the Meeting</i> <i>4. Financial Reports</i> <i>5. Activity Completion /Evaluation Reports</i> <i>6. List of School Clubs/Organizations</i> <i>7. Project Proposals</i> <i>8. Communication Letters</i> <i>9. Accomplishment Report</i> <i>10. Election Reports</i>		
1.2. Networking, Linkages and Collaboration	10	
<i>a. Involvement in community/civic/organizations/associations</i>	5	
<i>b. Involvement in outreach/extension programs/activities</i> <i>Outreach/Extension programs/activities initiated where nominee served as:</i> <i>Proponent/Chair = 1.00</i> <i>Member = 0.50</i>	5	
1.3. Experience	5	
<i>The candidate has been SPG/SSG adviser for at least two (2) terms or an Officer of any recognized School Clubs/Organizations</i>		
2. EMBODIMENT OF DEPED CORE VALUES	<u>40</u>	
2.1 Maka-Diyos	10	
<i>Upholds/Respects beliefs and faith</i> <i>Manifests moral standard</i> <i>Right conduct</i> <i>Honesty</i> <i>Involvement in religious/spiritual activities</i>		
2.2 Makatao	10	
<i>Charity/Kindness Empathy and Sympathy Compassion</i> <i>Human Dignity and Equality</i> <i>Multi-culturalism</i>		
2.3 Makakalikasan	10	
<i>Cleanliness and Orderliness</i> <i>Proper Waste Management</i> <i>Energy Conservation</i> <i>Environmental Protection and Preservation</i> <i>Wise use of resources</i>		

ENCLOSURE 4: CRITERIA AND SCORE SHEET PER CATEGORY

CRITERIA	MAXIMUM POINTS	PARTICIPANT'S POINTS
2.4 Makabansa	10	
<i>Takes pride in being a Filipino Resiliency in times of need/crisis Obedience to existing rules and regulations Community Service Involvement Promotes and patronizes local products, services and practices</i>		
3. OUTSTANDING ACCOMPLISHMENTS	30	
3.1. Trainings/Seminars/Workshops Related to School Governance and Leadership Advocacy	5	
3.2. Awards and Recognitions Related to School Governance and Leadership Advocacy	10	
3.3 Leadership Initiative and Advocacy	15	
TOTAL	<u>100</u>	

SIGNATURE OVER PRINTED NAME OF THE EVALUATOR DESIGNATION AND DATE