



January 27, 2017

Division Memorandum

No. 17, s. 2017

**GSP BASIC TRAINING COURSE FOR SECONDARY SCHOOL HEADS
AND SELECTED ELEMENTARY SCHOOL HEADS**

To: Acting Assistant Schools Division Superintendent
Chief Education Program Supervisors
Education Program Supervisors
Public Schools District Supervisors/Principals In-charge of the District
Heads of Public Secondary and Integrated Schools

1. In consonance with DepEd Order No. 86, s. 2012 Re: Guidelines on Revitalizing Girl Scouting in Schools Nationwide, this Division in coordination with the Girl Scout of the Philippines Capiz Chapter, will conduct the **GSP Basic Training Course for Secondary School Heads and Selected Elementary School Heads on February 16, 17 & 18, 2017**. The venue will be announced later.
2. After the training, participants are expected to have:
 - a. demonstrated a deeper understanding of Girl Scouting, its Mission and Vision, History, Principle and Program of Work;
 - b. identified their specific roles and responsibilities in the Council to the over all function of GSP and WAGGGS; and
 - c. demonstrated commitment to advocate GSP programs to increase memberships in schools.
3. Participants to the training are the **56 secondary/ integrated school heads** and **4 elementary school heads** from the district of Panay. Attached are the List of Things to Bring during the Training and the Training Matrix and List of Trainers as enclosure 1 and 2 respectively.
4. Registration starts at 8:00 a.m. on February 16, 2017. The first meal is a.m. snack. Participants are requested to confirm their attendance on or before February 10, 2017 c/o Ms. Christine Villaruz at SDS office.
5. A Registration fee of Php.3,500.00 shall be charged each participant to cover food and accommodation for 3 days, training materials, brochures, hand outs/ supplies and other administrative expenses. The registration fee and transportation expenses of the participants shall be chargeable against School MOOE subject to the usual accounting and auditing rules and regulations.
6. Immediate dissemination of this memorandum is desired.


MIGUEL MAC D. APOSIN, Ed.D., CESO V
Schools Division Superintendent 

Enclosure: 1 & 2

Reference: D.O. 86, s. 2012

To be indicated in the Perpetual Index under the following subjects:

**GSP Basic Training Course for Secondary School Heads and
Selected Elementary School Head**

TRAINING MATRIX

DAY 1 (FEBRUARY 16, 2017) THURSDAY

TIME	SESSIONS	TRAINERS
9:00- 10:00	Arrival/Registration and Settling Down.	
10:00- 10:30	Snacks	
10:30- 11:00	Start-up Activity /Orientation Patrol System	Miss Menia S. Alvidera
11:00- 12:00	Opening Ceremony	
12:00	Lunch	
1:30- 3:00	Why Girl Scouting Overview- History of Scouting/GSP Mission/Vision/Links of Unity	Dr. Eveleth Gamboa
3:00- 3:15	Break /Snacks	
3:15- 5:00	GSP Program Framework Basic Essentials 8 Point Challenge/Badge Work Process/WAGGGS/GSP Org. Structure	Miss Menia S. Alvidera
6:30- 7:00	Dinner	
7:30- 9:00	Getting to Know You/ Songs & Games Tita/Titos's Night Masquerade Ball	

DAY 2 (FEBRUARY 17, 2017) FRIDAY

TIME	SESSIONS	TRAINERS
6:00- 7:00	Prayer/Reflection Physical Fitness Zumba	
7:00- 7:30	B R E A K F A S T	
7:30- 7:45	Colors	
8:00- 10:00	Leadership in Girl Scout Troop -Leadership & Volunteerism -Role of Administration in the Implementation of the GSP Program -Membership Requirements How To Organize And Manage a Troop	Dr. Amelita C. Pitalgo Mrs. Sheryl Banaylo
10:00- 10:15	S N A C K S	
10:15- 12:00	Ceremonies in Girl Scout Indoor/Outdoor Ceremony Definition and Characteristics GSP Program Thrust -Free Being Me/ Stop The Violence (STV)/Chief GS Medal Scheme/Magic Spot Pilar Hidalgo Lim Troop Award/Cherish/Tulong Bata Project/S.E.E.D Projects	Dr. Josie S. Delos Santos Mrs. Crezaida O. Marcelino
12:00	L U N C H B R E A K	
1:00- 3:30	Progressive Steps in the Out of Doors Classification Camp 5 Basic Knots Camping Skills/Lashing/Gadget Making /Tent Pitch/Striking Program Planning and Resources	Dr. Emmie G. Garbosa
3:30- 3:45	S N A C K S	
3:45-5:00	GSP Uniform Update and Insignia	Miss Menia S. Alvidera
5:30- 6:00	Scout's Own	
7:00- 7:30	S U P P E R	
7:30 – 9:30	Campfire- Luau Night	

LIST OF THINGS TO BRING DURING THE TRAINING

- FOR WOMEN:**
- GSP Official Uniform for Opening and Closing Ceremony
 - Alternate uniform (GSP Polo Shirt and Green Pants)
 - Closed Black Shoes
 - Sleeping Attire
 - Personal Medicines
 - Sit-Upon
 - GSP T-shirts and comfortable Clothes for outdoor Activities
 - Jackets/Sweater
 - Umbrella
 - Flashlight
 - GSP Hand Book for References
 - Mask for Masquerade Ball
 - Cocktail/Casual Attire
 - Hawaiian Attire for Luau Night
 - Swimming Attire
 - Physical Fitness Attire
- FOR MEN:**
- Polo Shirt and Slacks for Opening and Closing Ceremony
 - GSP T-shirt and Dark pants
 - Sleeping Attire
 - Personal Medicines
 - GSP T-shirts and comfortable Clothes for outdoor Activities
 - Jackets/Sweater
 - Umbrella
 - Flashlight
 - GSP Hand Book for References
 - Mask for Masquerade Ball
 - Semi-Formal Attire/Casual
 - Hawaiian Attire for Luau Night
 - Swimming Attire
 - Physical Fitness Attire

DAY 3 (FEBRUARY 18, 2017) SATURDAY

TIME	SESSIONS	TRAINERS
6:00 -6:30	Prayer Physical Fitness	
7:00 -8:00	B R E A K F A S T	
8:30- 9:30	Summing Up Clearing House	
9:30 -10:00	S N A C K S	
10:00 – 11:30	L U N C H	
12:00- 1:00	H O M E S W E E T H O M E	

CHIEF TRAINER**CO-TRAINER****ASSISTING TRAINERS****Division GSP Coordinator**

- MISS MENIA S. ALDIVERA
- DR. AMELITA C. PITALGO
- DR. EVELETH G. GAMBOA
- DR. EMMIE G. GARBOSA
- DR. JOSIE S. DELOS SANTOS
- MRS. CREZAIDA O. MARCELINO
- DR. EDNA B. AZCARRAGA