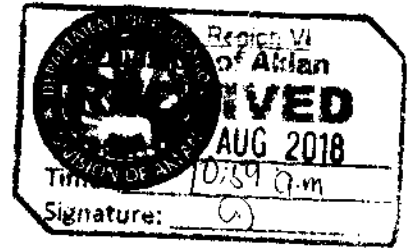




Republic of the Philippines
Department of Education
Region VI—Western Visayas
DIVISION OF AKLAN
Archbishop Gabriel M. Reyes Street, Kalibo, Aklan



August 7, 2018

DIVISION MEMORANDUM

No. 237 s. 2018

**GIRL SCOUTS OF THE PHILIPPINES - AKLAN COUNCIL
BASIC TRAINING COURSE for ADULT/TROOP LEADERS**

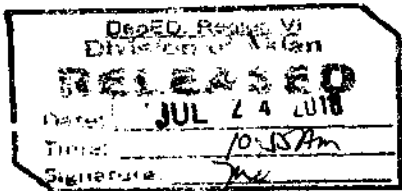
To: **Public Schools District Supervisors
Principals/Head Teacher-In-Charge of the District
Head of Public/Private Elementary/Secondary/Integrated Schools
District Field Advisers/Secondary School Coordinators/Troop
Leaders Newly Hired Teacher/Barangay/District/Associate Members**

1. The Aklan GS Council in coordination with the Office of Youth Development Program of the Department of Education will conduct the **BASIC TRAINING COURSE for ADULT/TROOP LEADERS on August 31 to September 2, 2018** at Gen. F. Castillo Memorial Elementary School, Mabilo, Kalibo, Aklan District of Kalibo I.
2. The training aims to equip the leaders with the necessary skills and increase their understanding and knowledge in Girl Scouting.
3. Participants of this training are the Adult/Troop Leaders, New Teachers for Elementary and Secondary Schools and Barangay, District and Associate Members.
4. The registration fee of One Thousand Three Hundred Pesos Only (P1, 300.00) shall be charged to each participant to cover expenses for three (3) days (2 breakfast, 3 lunches, 2 dinners, and 6 snacks), and materials necessary in the conduct of this activity. The registration fee and other expenses incurred by the participant to this training event shall be charged against the local funds/School MOOE/SEF subject to the usual accounting and auditing rules, procedures and regulations.
5. Immediate and wide dissemination of this Memorandum is desired.

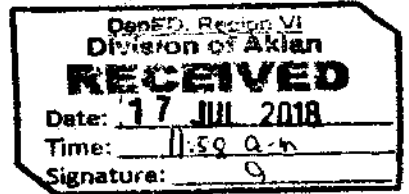

DR. SALVADOR O. OCHAVO, JR., CESO VI
Schools Division Superintendent

Enclosure: Aklan GS Council Circular No. 04, s. 2018
To be indicated in the Perpetual Index
under the following subject

TEACHERS
COORDINATORS
PROGRAMS
SCOUTING



GIRL SCOUTS OF THE PHILIPPINES
Visayas Region
Aklan Girl Scout Council
Telefax: (036) 268-5651



Circular No. 04
S. 2018

TO : Public Schools District Supervisor
Principal In-charge of the District
Head of Public/Private Elementary/Secondary and Integrated
Schools, District Field Advisers, Secondary School Coordinators,
Troop Leaders, Newly Hired Teachers, Barangay/District
Committee Members and Associate Members

RE : Council Training School 2018

DATE : July 9, 2018

Greetings!

This is to announce the schedule of the Council Training School (CTS) on August 31 to September 2, 2018 at Gen. F. Castillo Memorial Elementary School, Mabilo, Kalibo, Aklan in coordination with the Office of Youth Development Program of the Department of Education – Division of Aklan. Mrs. Helen H. Deguma, Member of the National Headquarters Training Pool will handle the training.

Hereunder are the details:

Course: BASIC TRAINING COURSE

Description: The Course will enable not only the new leaders but also the Barangay, District Committees and Associate Members to increase their understanding and be equipped with basic knowledge in Girl Scouting.

Venue: Gen. F. Castillo Mem. Elementary School, Mabilo, Kalibo, Aklan.

Date : August 31 to September 2, 2018

Registration Fee: Php 1,300.00 (will include the ffg: Training Kit, Food for the entire duration of Training and miscellaneous fees)

Qualifications:

- Newly Hired Teachers
- Registered Troop Leaders (SY 2018)
- Registered Adult Leaders (Brgy. and District Committee & Associate Members)
- Physically and mentally healthy

Things to Bring:

- Official uniform (for Ceremonies)
- Alternate uniform (White blouse & Green Pants)
- Fun T-shirts & Pants
- Semi-formal dress (for the evening activity)
- International Costume (for the evening activity) - Optional
- Jogging pants for physical fitness
- Closed black shoes, rubber shoes, sneakers, slippers
- Sleeping garments
- White t-shirt and maong pants
- Bedrolls
- Raincoat/umbrella, flashlight
- Toiletries
- First Aid Kit/ personal Medicines
- Camera (Optional)
- Writing & Art Materials
- Scrapbook materials
- Expensive jewelry and other valuables are discourage
- **FOR BASIC COURSE**
 - o Native twine (Piti)
 - o Medium size barbeque sticks or popsicle sticks

All expenses pertaining to this event may be charged to MOOE/Local Funds/SEF and other sources of funds subject to usual auditing rules and procedures. Please grant Leave Credits for services rendered on Saturdays and Sundays on this activity.

Widest dissemination pertaining to the above mentioned schedule of activities and full support of all concerned is highly appreciated.


Attached herewith are the Training Matrix, Reply Slip & Adult Information Sheet (Information Sheet to be filled up and to be submitted at the Secretariat upon registration). You may also contact the GSP Office at (036) 268-5651 or text at 0920-4932884 for inquiries.

Thank you for your full support in the scouting movement of Aklan.

ATTY. CHRISTINE C. DELA CRUZ
Council President


FERDIELYN M. ABAYON
Council Executive

Approved:


Dr. SALVDOR O. OCHAVO, JR., CESO VI
Schools Division Superintendent
Office of the Schools Division Superintendent
Division of Aklan

**GIRL SCOUT OF THE PHILIPPINES
BASIC TRAINING COURSE FOR TROOP LEADERS**

Day 1		Day 2	
7:00 – 8:00	Arrival/Registration	7:00 – 8:00	Breakfast
8:00 – 8:00	Opening Program	8:00 – 10:00	Ceremonies: Color (in-door, Out-door)
8:30 -10:00	History of Scouting, Scouting Vision, Mission & Ideals Girl Scout Promise & Law		
10:00- 10:15		H E A L T H B R E A K	
10:15- 12:00	The Girl Scout Program Four Sign Posts, 5 Basic Essentials, 8 Point Challenge	10:15-12:00	Progressive Steps in Out-of-Door 5 Basic Knots
12:00- 1:00		L U N C H B R E A K	
1:00 – 3:00	The Troop Leader, How to Organize a Troop Troop Management, Troop Meeting, Patrol System Badgework	1:00 – 2:00	Hand & Whistle Signals
3:00 – 3:15		2:00 – 3:00	Summing up, Clearing House
3:15 – 5:00	Ceremonies: Investiture, Scouts Own, Campfire		Closing Ceremony
6:00 – 7:00		S U P P E R	
7:00 – 9:00	Campfire		

COUNCIL TRAINING SCHOOL 2018

REPLY SLIP

Date

We are sending the following to the Council Training School 2018 to be held at Gen. F. Castillo Mem. Elementary School, Mabilo, Kalibo, Aklan.on August 31 to September 2, 2018. We expect to receive this Reply Slip on or before August 20, 2018 (Monday).

COURSE : BASIC TRAINING COURSE

NAME OF PARTICIPANT	POSITION IN GSP
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
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_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Endorsed by:

Print Name & Signature of GSP Coordinator

Approved by:

Print Name & Signature of District Supervisor

APPROVED BY:

Girl Scouts of the Philippines
National Headquarters
Manila

Girl
 Adult

Region: _____
Course: _____

INFORMATION SHEET

Name (Please Print) _____
Last
First
M.I.
Nickname

Date of Birth _____ Age _____ Civil Status _____
Month
Day
Year

Home Address _____

Telephone Number _____ E-Mail Address _____

Business Address _____

Telephone Number _____ Fax Number _____

Educational Attainment _____

Present Occupation _____

Person to Contact in Case of Emergency _____

Relationship _____ Telephone Number _____

Address _____

Present position/s in Girl Scouting _____

1. Volunteer Activities/Involvements in GSP and Other Organizations. (Please check)

	Year
<input type="checkbox"/> Girl Scout	_____
<input type="checkbox"/> Troop Leader	_____
<input type="radio"/> Twinkler <input type="radio"/> Junior <input type="radio"/> Cadet	
<input type="radio"/> Star <input type="radio"/> Senior	
<input type="checkbox"/> Trainer	_____
<input type="checkbox"/> Council Board Member	_____
<input type="checkbox"/> Standing Committee Member	_____
<input type="checkbox"/> District Field Adviser	_____
<input type="checkbox"/> District Committee Member	_____
<input type="checkbox"/> Barangay Girl Scout Committee Member	_____
<input type="checkbox"/> Other (Please specify)	_____
_____	_____

2. Girl Scouting Training Courses Taken. (Please check)

	Year Taken		Year Taken
<input type="checkbox"/> Orientation to Girl Scouting	_____	Quartermasters' Course	_____
Basic Course	_____	Star Holiday Course	_____
Specialization Course	_____	Training for Trainers	_____
Outdoor Course	_____	Trainers Update	_____
Troop Leadership Course	_____	GS Office Management	_____
Badgework Workshop	_____	Council Administration	_____
Campers Permit Course	_____	_____	_____
Camp Management Course	_____	_____	_____

3. Qualification/Credentials earned. (Please check)

	Year Earned		Year Earned
Camp craft	_____	QM Certificate	_____
Camper's Permit	_____	Trainer's Credentials	_____
Camper's License	_____	Specialist Trainer	_____
Star Holiday Permit	_____	Trainer's Diploma	_____

4. Place/Year of Last Attendance at NTS _____
Place Year

5. Scholarships/Awards Received in Girl Scouting/Others _____
Year

6. Special Interests _____

7. Special Abilities/Skills _____

8. Food Prohibition/Restriction _____

 Signature

 Date