



Department of Education  
Region VI – Western Visayas  
**DIVISION OF AKLAN**  
Arch. Gabriel M. Reyes St., Kalibo, Aklan



March 19, 2018

**DIVISION MEMORANDUM**

No. 96, s. 2018

**REVISION TO DIVISION MEMORANDUM NO. 44, S. 2018,  
SENIOR HIGH SCHOOL (SHS) FIRST EXPO AND JOB FAIR 2018**

To: Chief Education Program Supervisors  
Education Program Supervisors  
Public Schools District Supervisors  
Principals/Head Teacher In-Charge of the District  
Senior/Education Program Specialists  
School Heads of Public and Private Senior High Schools  
including HEIs, TVIs, SUCs, and LUCs offering SHS  
Other Division Office Personnel Concerned  
All Others Concerned

1. This is to announce to the field the revisions on the activity SENIOR HIGH SCHOOL (SHS) FIRST EXPO AND JOB FAIR 2018 per Division Memorandum No. 44, s. 2018.
2. The title of the activity is revised to **FIRST SENIOR HIGH SCHOOL (SHS) EXPO AND CARAVAN**. This will be held on March 24, 2018, 8:00 A.M. to 5:00 P.M. at **Kalibo Pilot Elementary School (KPES) covered court and grounds**. **There will be no job fair yet.**
3. The list of committees and the details of the activities are found in the enclosures.
4. One-day service credit shall be granted to teachers and other entitled personnel who will attend the activity, subject to the provisions of DepED Order No. 53, s. 2003, "Updated Guidelines on Grant of Vacation Service Credits to Teachers."
5. There will be no registration fee. Travel and other expenses relative to this activity shall be charged against local and other funds subject to the usual accounting and auditing rules and regulations. The expenses of a maximum of five (5) students per school may be charged against local and other funds.
6. All other items in Div. Memo. No. 44, s. 2018 shall remain in force.

*"May katawhayan ag kalipayan sa among mga escuelahan."*

7. Immediate and widest dissemination of this memorandum is strongly desired.

FOR THE SCHOOLS DIVISION SUPERINTENDENT:



**JOSE NIRO R. NILLASCA**

Education Program Supervisor  
In-Charge, Office of the Assistant  
Schools Division Superintendent

Enclosures:

1. List of Committees
2. Mechanics of the First SHS Expo and Caravan

References:

1. RA 10533 – Enhanced Basic Education Act of 2013
2. Division Memorandum No. 44, s. 2018

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

CURRICULUM      EXHIBITS

## STEERING COMMITTEE

**Dr. ERNESTO F. SERVILLON, Jr., MNSA, CESO VI**

Assistant Schools Division Superintendent  
Chairperson

**JOSE NIRO R. NILLASCA**

Education Program Supervisor-LRMDS  
In-Charge, Office of the Asst. Schools Division Superintendent

**Dr. DOBIE P. PAROHINOG**

Chief Education Supervisor  
Curriculum Implementation Division  
(CID)

**Mr. MICHAEL T. RAPIZ**

Chief Education Supervisor  
School Governance and Operations Division  
(SGOD)

Co-chairpersons

## Working Committees

### Overall Coordinators

EPS Marivic I. Tolentino

### Program

Chairperson: EPS Ruby Agnes B. Estrada  
Co-chairpersons: PSDS Jessie S. Flores  
SEPSt Leilanie F. Sindigan, PhD  
Member: EPSt Roland F. Democrito  
ADA VI Cindy D. Bautista  
Linabuan NHS  
Aguinaldo T. Repiedad Sr. IS

### Invitation

EPS Kyzil D. Lipar, PhD  
SEPSt Rita M. Rey  
EPSt June R. Patricio  
Regional Science HS for Region VI  
Aklan Valley HS

### Stage Decoration

Chairperson: EPS Rebecca R. Ibarreta  
Co-chairperson: Mrs. Arlyn I. Regalado  
Members: SEPSt. Mar Bien Gregory G. Parel  
Ibajay NHS  
Numancia NSF

### Public Relations

SEPSt Mar Bien Gregory G. Parel  
PDO I Melky B. Arboleda  
PDO I Sheena Ricka Y. Mamburam  
Regional Science HS for Region VI (Emcee)  
Garcia College of Technology (Media)

### Reception

Chairperson: EPS Ma. Corazon R. Panaligan  
Co-chairperson: EPS Johann C. Cawaling  
Member/s: PSDS Nerissa M. Repaz  
Aklan Polytechnic College  
Boracay NHS  
Jawili IS

### Documentation

SEPSt Edna R. Ayon  
PO III Milgie C. Villareal  
ADA VI Ma. Lourdes M. Mattores  
CoS Nelietta Z. Iradiel  
Gaudencio L. Vega NHS  
Northwestern Visayan Colleges

### Finance

Chairperson: AO V Bella S. Suante  
Co-chairperson: Acct. III Marissa A. Jizmundo  
Member: AO IV Feby D. Moleta

### LCD, Laptop, Awards and Other Program Paraphernalia

ITO I Floradel P. Jamero  
PDO II Mahnnie Q. Tolentino  
ADAs II Shena R. Bondad  
CoS Nelietta Z. Iradiel  
Buruanga VS  
New Washington NCHS

### Attendance/Registration

Chairperson: AO V Patrocenia Y. Mamburam  
Co-chairperson: AO IV Marilyn F. Tacud  
Members: ADA VI Mary Jean P. Sim  
ADA VI Mary Anjelieh V. Retiro

### Meals/Refreshments, Cleanliness

EPS Marivic I. Tolentino  
ADAs III Jerald B. Dela Cruz  
PDO II Apple Gay M. Oquendo  
All Job Orders  
Verde Grande College  
Kalibo Institute  
Tabon IS  
Torralba NHS  
Madalag NHS

**Venue, Tables, Chairs,  
Hall Arrangement/Sounds**

Chairperson: EPS Ariel Z. Zubiaga

Co-chairperson: EPS Marth S. Tropa  
Members: EPSt Maria Theresa L. Lao  
AO IV Mildred B. Zante  
ADA VI Rommel B. Zante  
ALS Implementers  
JO Mary Richelyn Joy B. Alba  
Aklan NHSAT  
Ochando NHS

**Medical**

Chairperson: Dr. Rhoby M. Fernandez  
Co-chairperson: Division Medical Team  
Members: Dela Cruz Institute Business and  
Industry  
Aklan Polytechnic College  
Gaudencio L. Vega NHS

**Display Booths**

Chairpersons: SH Richard L. Flores  
SH Norlito I. Isagan

School Heads and  
Teachers of Public and Private Senior High  
Schools (SHS)

**Caravan**

All school heads of public and private SHs

## **MECHANICS OF THE FIRST SENIOR HIGH SCHOOL EXPO AND CARAVAN**

### **A. BOOTH**

1. Each municipality shall put up 1 booth, except Kalibo, Malay, and Batan which shall follow the agreements made during the meeting on March 14, 2018.
2. Each booth shall be approximately 2m x 3m. **All materials shall be provided by the school.**
- 3.
4. This is not a contest.
5. Different SHS schools must collaborate to come up with only **1 theme for the municipality.**
6. Displays:
  - a. SHS products – agricultural/marine/fish food products which were produced by students – already cooked, **no cooking in the area**
    - i. Appropriate packaging is encouraged
    - ii. May be sold lower than the prevailing price. Proceeds of the sale – decided by the school
  - b. SHS outputs – (researches, portfolios, leaflets, SHS advocacy materials for distribution, etc.)
  - c. Services – foot spa, haircut, manicure/pedicure, massage, etc.
  - d. Multimedia presentation featuring the school's SHS program, immersion video documentaries, research highlights, etc.
  - e. Schools have the options on how they will present their skills, as long as it does not create a "mess" in the vicinity.
7. Each school shall be responsible in maintaining the cleanliness and orderliness of their area during and after the activity. It is advised that each school should assign a committee composed of teachers and students to handle this concern.
8. School heads should orient their students on proper behavior/decorum.
9. Each school should send **at least 5 student participants**. The number of teacher participants is not limited.
10. Because March 23 is a holiday, schools may set up ahead their booths on that day. They should **be responsible for the safekeeping of their properties.**
11. **Important: The natural environment of KPES should not be altered. Activities like using nails on trees, cutting/pulling out plants, digging holes, displacing stones from gardens, and the likes are highly prohibited.**

### **B. CARAVAN**

1. Each municipality shall join the caravan in going to the Expo venue.
2. This is not a contest. It is understood that excessive expenses should be avoided.
3. Parent's permit should be secured for students who will join the caravan and the expo.

4. The following groupings are suggested:

Main Group	Sub-Group
A – Batan, Altavas, Balete, Libacao, Madalag, Banga	A-1 Batan, Altavas, Balete, A-2 Libacao, Madalag, Banga
B – New Washington, Kalibo	
C- Buruanga, Malay, Nabas, Ibajay, Tangalan, Makato, Malinao, Lezo, Numancia	C-1 Buruanga, Malay, Nabas, Ibajay, Tangalan, Makato C-2 Malinao, Lezo, Numancia

5. Depending on the distance of the municipality from Kalibo, each group of municipalities should coordinate with one another so that all groups will be at the venue **not later than 8:30 A.M.**
6. Drums and other similar instruments may be used during the caravan in order to catch the attention of the public.
7. The display of SHS advocacy materials during the caravan is highly encouraged.