



Republic of the Philippines
Department of Education
REGION I
SCHOOLS DIVISION OF VIGAN CITY

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

No. 887, s.2025

**CONDUCT OF BEYOND THE BINARY: EMPOWERING STUDENT LEADERS FOR A
GENDER-RESPONSIVE SCHOOL COMMUNITY**

To: Assistant Schools Division Superintendent
Chief Education Supervisor (SGOD & CID)
Public Secondary School Heads
All Others Concerned

1. In reference to the Division Memorandum No. 827, s. 2025 titled 33rd National Children's Month Celebration, OSAEC-CSAEM WAKASAN: Kaligtasan at Karapatan ng Bata, Paglaban, the City Government of Vigan and Department of Education through the Division Federated Secondary Learner Government will conduct a one-day interactive seminar-workshop on equality, leadership, and inclusion titled: *Beyond The Binary: Empowering Student Leaders For A Gender-Responsive School Community* at Vigan Conservation Complex on November 22, 2025.
2. Target participants of the training-workshop are Supreme Secondary Learner Government (SSLG) Officers, Barkada Kontra Bisyo (BKB) Officers, and Youth for Environment in Schools Organization (YES-O) Officers specifically:
 - Seven (7) Executive Positions
 - Three (3) Representatives from each Grade Level
 - One (1) adviser from each organization
3. Parent's permit of participants must be secured prior to the participation to training-workshop.
4. This seminar-workshop aims:
 - a. To assimilate basic gender concepts, gender stereotypes, and issues affecting inclusivity in schools;
 - b. To demonstrate leadership skills that promote equality, sensitivity, and respect;
 - c. To create school-based gender-responsive action plans and advocacy campaigns; and
 - d. To commit to practicing gender-fair leadership within their respective organizations.
5. Teaching and non-teaching participants shall be entitled of service credit and compensatory overtime credits respectively, pursuant to DepEd Memorandum No. 13. s 2024 on the Revised Guidelines on the Grant of Service Credits for Teachers



Republic of the Philippines
Department of Education
REGION I
SCHOOLS DIVISION OF VIGAN CITY

while non-teaching personnel will be recommended for grant of Compensatory Time-Off (CTO) in accordance with CSC/DBM Joint Circular No. 2, s. 2014 or Policies and Guidelines on Overtime Services and Overtime Pay for Government Employees.

6. For inquiries, please contact Ms. Niña Paulette Agsaullo Division Federated Secondary Learner Government Teacher Adviser President or Maribelle Artienda, CSWDO, at 09170336-6253 and 0965-122-8899 respectively.

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


VILMA D. EDA, CESO V
Schools Division Superintendent





Republic of the Philippines
Department of Education
REGION I
SCHOOLS DIVISION OF VIGAN CITY

Enclosure 1 to Division Memorandum No. _____, s. 2025

TIME	ACTIVITY	DETAILS / INTERACTIVE ELEMENTS	RESPONSIBLE PERSON/S
8:00 – 8:30 AM	<i>Registration and Welcome Music</i>	Gender-themed playlist; participants write one word that defines <i>equality</i> on a “Gender Wall”	Secretariat
8:30 – 9:00 AM	<i>Opening Program & Invocation</i>	Inspirational Message by Division Representative	Host / Organizers
9:00 – 9:30 AM	<i>Icebreaker: “Gender Spectrum Shuffle”</i>	Fun movement game highlighting gender diversity and individuality	Facilitators
9:30 – 10:30 AM	<i>Session 1: “Gender 101 – Breaking the Myths”</i>	Interactive talk + “ <i>Gender Mythbusters</i> ” quiz game; group discussion on common gender stereotypes	Guest Speaker
10:30 – 10:45 AM	<i>Health Break</i>	Snack and mingle	
10:45 – 11:45 AM	<i>Session 2: “Leading with Equality” – Gender in Leadership Roles</i>	Role-playing activity: “ <i>Step Forward if You...</i> ” (Empathy Walk); followed by reflection circle	Resource Speaker
11:45 – 12:00 NN	<i>Group Reflection: “What I Realized Today”</i>	Participants write short insights on sticky notes for display	Facilitators
12:00 – 1:00 PM	<i>Lunch Break</i>	Gender equality trivia displayed on screen	
1:00 – 2:15 PM	<i>Workshop: “Design Your Gender-Responsive Action Plan”</i>	Team workshop where participants design projects (e.g., poster, campaign, or mini-program) for inclusivity in schools	Facilitators



Republic of the Philippines
Department of Education
REGION I
SCHOOLS DIVISION OF VIGAN CITY

2:15 – 2:45 PM	<i>Interactive Game: "Equality Quest"</i>	Quiz relay game on gender concepts and leadership scenarios	Organizing Team
2:45 – 3:15 PM	<i>Presentation of Outputs: "Leaders for Equality Showcase"</i>	Each group presents their action plan	Group Representatives
3:15 – 3:45 PM	<i>Commitment Signing: "I Lead for Equality" Wall</i>	Signing of a large tarpaulin pledge; group photo with equality hand signs	All Participants
3:45 – 4:00 PM	<i>Closing Ceremony & Awarding of Certificates</i>	Recognition for Best Action Plan, Most Engaged Group, and Equality Advocates	Program Head / Secretariat