



Republic of the Philippines
Department of Education
National Capital Region
Schools Division Office – Muntinlupa City

Office of the Schools Division
Superintendent

JUN 22 2023

MEMORANDUM

**COORDINATION MEETING ON THE NATIONAL LEARNING CAMP
FOR GRADES 7 AND 8 LEARNERS FOR SCHOOL YEAR 2022-2023**

To: OIC-Assistant Schools Division Superintendent/
Chief Education Supervisor, School Governance and Operations Division
Chief Education Supervisor, Curriculum Implementation Division
Junior High School Principals
Others Concerned

1. As part of the ongoing preparations for the National Learning Camp (NLC), this Office will hold a coordination meeting on June 23, 2023, 2:00 PM at the SDO Activity Center (4th floor) concerning pre-camp and other essential activities.
2. Please refer to enclosure 1 for the list of participants.
3. Further, the eight (8) junior high schools in the Division are directed to assign one National Learning Camp (NLC) School Focal Person from among the head teachers/ coordinators of English, Mathematics, and Science. They are also expected to constitute the School NLC Committee, which shall perform the duties and responsibilities specified in enclosure 2.
4. The attendance of all concerned is required.
5. Immediate and wide dissemination of this Memorandum is desired.


EVANGELINE P. LADINES CESOSA V
Schools Division Superintendent

Encl: As stated
To be indicated in the **Perpetual Index**
Under the following subjects

PROGRAMS

ACTIVITIES

**JBE/Memo — Coordination Meeting re: National Learning Camp for Grades 7 and 8 Learners for
School Year 2022-2023**

205 _____/June 22, 2023

UN-2023-205



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Enclosure 1

COORDINATION MEETING
RE: NATIONAL LEARNING CAMP FOR GRADES 7 AND 8
LEARNERS FOR THE SCHOOL YEAR 2022-2023

LIST OF PARTICIPANTS

No.	Participant	Position
1	Dr. Evangeline P. Ladines	SDS
2	Dr. Nerissa R. Lomeda	OIC-ASDS
3	Madeline Ann L. Diaz	CID Chief
4	Dr. Ma. Carmen D. Solayao	EPS-English
5	Dr. Armida D. Oblinada	EPS-Math and Science
6	Jay Boy E. Evano	PSDS
7	Ma. Myra E. Namit	PSDS
8	Dr. Ma. Theresa C. Dela Rosa	PSDS
9	Clarisa C. Avila	PSDS
10	Alyssa V. Aventurado	PSDS
12	Dr. Mark Joseph C. Fernandez	PSDS
13	Ma. Regale. A. Olarte	EPS-SGOD
14	Dr. Zoren Pepito L. Gubalane	SEPS, M and E
15	May L. Borjal	ITO
16	Dr. Florante C. Marmeto	Principal IV, MSHS
17	Dr. Antonio B. Rocha	Principal IV, MNHS
18	Dr. Ador B. Querubin	Principal IV, TNHS
19	Dr. Rosendo E. Sangalang	Principal IV, LIS
20	Eden B. Binaday	Principal III, PEDHS
21	Dr. Jane May C. Valbuena	Principal IV, MBHS-SA
22	Vilma S. Vilorio	Principal II, MBHS
23	David T. Libao	Principal II, PNHS

Note: All school NLC focal persons are also required to attend the meeting.





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Enclosure 2

**DUTIES AND RESPONSIBILITIES OF THE
NATIONAL LEARNING CAMP (NLC) COMMITTEE**

General Functions: Assist the school head in undertaking NLC-related tasks

Specific Functions:

1.1 Pre-Camp

- Coordinate with concerned personnel regarding the preparation, administration and reporting activities relative to the NLC pre-assessment
- Prepare consolidated learner registration reports
- Finalize list of participating learners and teachers across camps
- Lead the development of the school-based NLC action plan
- Lead the conduct of the school-based kick-off activity

1.2 Actual Camp

- Manage safekeeping of NLC-related documents, including but not limited to:
 - a. Daily attendance and documentation
 - b. Collaborative practice session reports
 - c. Monitoring and evaluation form
- Monitor the camp implementation and report issues and concerns to the principal for immediate appropriate action
- Track the actions taken in response to the reported CIGPs
- Facilitate the preparation and submission of progress reports

1.3 Post-Camp

- Lead the conduct of the school-based closing program
- Facilitate the preparation and submission of reports, including but not limited to:
 - a. Pre-Assessment and Post-Assessment Comparative Analysis
 - b. SWOT analysis
 - c. Terminal report

