Office of the Schools Division Superintendent

NOTICE OF MEETING
September 24, 2026

TO : King Solidini J. Torres, PDO I - YFD
Supreme Elementary Learner Government Teacher-Advisers
Supreme Secondary Learner Government Teacher-Advisers (JHS only)
Private Schools Student Organization/Council Advisers

FROM : **VIOLETA M. GONZALES CESO VI**
Schools Division Superintendent

DATE : **September 29, 2026**

VENUE : **Via Zoom** *(link to be provided to the official group chats)*

TIME : **8:00 AM** *(Private Schools)*
10:00 AM *(Public Schools)*
2:00 PM *(Public Schools)*

SUBJECT : **Coordination Meeting with the Youth Affairs and Sports Development Office (YASDO) for the National Children's Month Celebration**

AGENDA : 1. Program & Activity Flow
2. Activity Schedules
3. Other Matters

DepED DEPARTMENT OF EDUCATION BAGONG PILIPINAS
Student Center for Life Skills Bldg., Centennial Ave, Brgy. Tunasan, Muntinlupa City
8805-9935, 8805-9940
sdo.muntinlupa@gmail.com
deped-muntinlupa.com

Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

Office of the Schools Division Superintendent

AUG 2 4 2026

MEMORANDUM

YOUTH AFFAIRS AND SPORTS DEVELOPMENT OFFICE
2026 YOUTH DIVISION ACTIVITIES

To: Assistant Schools Division Superintendent
Chief Education Supervisor, Curriculum Implementation Division
Chief Education Supervisor, School Governance and Operations Division
Public and Private Elementary and Secondary School Heads/OICs
All Others Concerned

1. Attached is a letter from Ms. Jan Nhette Ahya Dancel-Parfan, Youth Division Head, Youth Affairs and Sports Development Office (YASDO), dated August 3, 2026, on the above-captioned title. All public and private schools are encouraged to facilitate and support the meaningful participation of learners in LGU-initiated leadership activities, civic engagements, volunteerism, and community involvement. These opportunities contribute significantly to the holistic development of learners by strengthening their leadership competencies, sense of responsibility, civic consciousness, and commitment to community service.

2. With this, school heads are encouraged to exercise appropriate flexibility to support qualified learners' participation while maintaining continuity of instruction and curricular requirements in accordance with DepEd Order No. 9, s. 2026 titled, *Guidelines on the Implementation of the Three-Term School Calendar in Basic Education.* Schools shall uphold the no-disruption policy by ensuring that approved youth activities are properly coordinated without compromising teaching and learning.

3. In addition, the Supreme Elementary Learner Government (SELG) and Supreme Secondary Learner Government (SSLG) Teacher-Advisers shall be the coordinators or focal persons for YASDO activities requiring school-level coordination.

4. Immediate and wide dissemination of, and compliance with this Memorandum is desired.

VIOLETA M. GONZALES CESO VI
Schools Division Superintendent

Enclosure: As stated
References: None
To be indicated in the Perpetual Index
under the following subjects:
LEARNERS ACTIVITIES

KSJT / YASDO 2026 YOUTH DIVISION ACTIVITIES
__329__ / AUGUST 13, 2026

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Republic of the Philippines
CITY GOVERNMENT OF MUNTINLUPA
Youth Affairs and Sports Development Office

Ref. No: YDO-2026-270

August 3, 2026

Dr. VIOLETA M. GONZALES, CESO VI
Schools Division Superintendent
Schools Division Office – Muntinlupa
Muntinlupa City

Subject: REQUEST FOR THE ISSUANCE OF A DIVISION MEMORANDUM AND SCHOOL COORDINATION FOR THE 2026 YASDO–YOUTH DIVISION ACTIVITIES

Dear Dr. Gonzales,

Warm greetings!

The Youth Affairs and Sports Development Office (YASDO) – Youth Division of the City Government of Muntinlupa respectfully seeks the support and assistance of the Schools Division Office of Muntinlupa City in the implementation of its upcoming youth and children's activities for the year 2026.

As part of the City's continuing commitment to promote youth participation, leadership development, child rights and protection, road safety awareness, and meaningful engagement among Muntinlupeño learners, the YASDO – Youth Division will be conducting a series of activities in partnership with schools, student organizations, and other stakeholders.

In this regard, we respectfully request your good office to ***issue and/or facilitate the dissemination of an appropriate Division Memorandum to all concerned public and private schools within Muntinlupa City***, informing them of the following activities and encouraging the participation of qualified learners, student leaders, and designated school personnel, as applicable:

A. BUKLOD: LINGGO NG KABATAAN CELEBRATION 2026

Date/Time	Activity	Remarks
August 13, 2026 5:00 PM	Deadline of Submission of Documents for Youth Organization Affiliation	The required forms may be accessed through https://tinyurl.com/3pxtrrzp. Duly accomplished forms shall be submitted via email to **muntinlupaydo@gmail.com**.
August 15, 2026 2:00 PM	Online Youth Organization Mandatory Training	The **Zoom meeting link** shall be provided to the Head/President of the organization upon evaluation and verification of the submitted documents.
August 21, 2026 8:00 AM	Muntinlupa Youth Summit and Mass Oath Taking	The participation of **ALL** officers of the organization is highly encouraged.

B. ROAD SAFETY SEMINAR

Date/Time	Activity	Remarks
September 25, 2026 1:00 PM	Road Safety Training for Elementary Learners	Venue to be announced
September 26, 2026 1:00 PM	Road Safety Training for High School Learners	Venue to be announced

C. NATIONAL CHILDREN'S MONTH CELEBRATION

Date/Time	Activity	Remarks
September 29, 2026 2:00 PM	Coordination Meeting with Teacher Coordinators for the National Children's Month Celebration	YASDO Satellite Office, Ayala Malls Southpark
October 8, 2026 8:00 AM	Child-Led Research Workshop	Venue to be announced

October 13, 2026 8:00 AM	Boys & Girls Leadership Summit – Elementary	Venue to be announced
October 20, 2026 8:00 AM	Boys & Girls Leadership Summit – High School	Venue to be announced
October 24, 2026 6:00 AM	Boys & Girls Clean-Up Drive	Bayanan Baywalk
October 27, 2026 8:00 AM	Boys & Girls Convention and Election	Activity Center, Ayala Malls Southpark
November 4, 2026 2:00 PM	Boys & Girls Oath Taking and Inauguration Ceremony	Activity Center, Ayala Malls Southpark
November 18, 2026 8:00 AM	Boys & Girls Office Duty – District 1	Muntinlupa City Hall
November 19, 2026 8:00 AM	Boys & Girls Office Duty – District 2	Muntinlupa City Hall
November 24, 2026 8:00 AM	Boys & Girls Office Duty – District 3	Muntinlupa City Hall
November 25, 2026 8:00 AM	Boys & Girls Office Duty – District 4	Muntinlupa City Hall
November 26, 2026 8:00 AM	Child-Led Research Congress	Venue to be announced
November 28, 2026	Boys & Girls Educational Tour	Venue to be announced

In connection with the foregoing, we respectfully request the assistance of your office in **cascading the information to all concerned schools and school heads**, and, where appropriate, in requesting the designation of **teacher-coordinators or focal persons** who will serve as the official school representatives for activities requiring school-level coordination.

We likewise request that concerned schools be encouraged to facilitate the participation of identified learners and student leaders in the aforementioned activities, subject to existing school policies and applicable rules and regulations. The YASDO – Youth Division shall coordinate directly with the designated school representatives regarding the program details, participant requirements, registration procedures, parental consent, waivers, and other necessary arrangements.

We believe that the active support of the education sector is essential in ensuring the meaningful participation of Muntinlupeño learners in programs that foster leadership, civic engagement, child participation, community involvement, and the development of responsible and empowered young citizens.

We look forward to the continued partnership and support of the Schools Division Office of Muntinlupa City in advancing programs and initiatives that uphold the welfare, development, participation, and empowerment of the youth and children of Muntinlupa.

For coordination and further information, your office may contact the Youth Engagement Officer - Ms. KRISTEL M. DANCEL at 0955 490 4676.

Thank you for your continued support and cooperation.

Very truly yours,

JAN NH ETTE AHYA DANCEL – PARFAN
Youth Division Head