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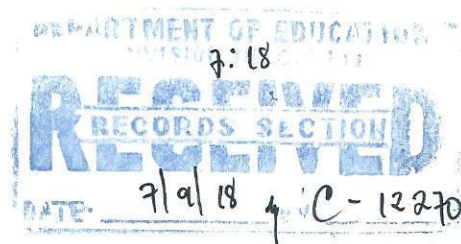
Division of Cavite Province Association of
Private School Principals and Administrators, Inc.

DCPAPSPA



July 5, 2018

CHERRYLOU D. REPIA
Schools Division Superintendent
Department of Education
Division of Cavite Province



Madam:

Greetings of Peace.

The Division of Cavite Province Association of Private Schools Principals and Administrators (DCPAPSPA) will be holding the 2018 Division Schools Press Conference for Private Schools on July 23-25 for the Junior/Senior High School Level and July 25-27 for the Elementary Level. The DSPPC will be held at Krislizz International School for the Elementary and at Holy Nazarene Christian School for the Junior/Senior High School. This activity will cover eight (8) categories in the individual contests and two (2) categories in the group contests which will be judged by the Division of Cavite's top Campus Journalism trainers (kindly see attached list of Resource Speakers who will serve as judges).

In view of this, may we humbly seek approval from your kind office to allow these trainers to attend the said activity. Moreover, we will also be in touch with the CID Chief regarding the coordination of schedules of the trainers to their corresponding PSDSs and/or School Heads to lessen the disruption of their class schedules. Rest assured that they will only serve a day out of school and not the whole duration of this activity. We are hoping for your positive response and approval regarding this matter.

Thank you very much and God bless you.

Respectfully yours,

JEOFREY DAGUIO CAPILI, SR.
President



Ma'am Che De Mesa
Schools Division Superintendent



Sir Boying Remulla
Governor

FOUNDED 2013

- ▶ **JEOFREY DAGUIO CAPILI SR.**
PRESIDENT
0997 - 419 - 9941
Amore International School
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VICE PRESIDENT - Internal Affairs
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- ▶ **DR. INES LLOPIS-INOCENCIO**
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- ▶ **DR. JOEL D. ESPEDIDO**
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- ▶ **ROSITE M. CAPILI**
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LPU International School
- ▶ **DR. JOHNNY E. NAZARENO**
AUDITOR
0922 - 894 - 8829
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- ▶ **ENGR. MELCHOR A. MADRIAGA**
BUSINESS MANAGER
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- ▶ **DR. AMOR AURE-PARRA**
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- ▶ **DR. FRUIT R. BAISA**
BUSINESS MANAGER
0930 - 380 - 7456
Gateway International School
- ▶ **DR. LEA S. LONTOC**
PRO
0905 - 526 - 1233
Krislizz International Academy
- ▶ **ATTY. AILYN L. CORTEZ**
LEGAL OFFICER
0917 - 551 - 3085
Saint Thomas Becket Academy
- ▶ **DR. ADORACION F. NAZARENO**
COORDINATOR-LOCAL AND INTERNATIONAL TOUR & BENCHMARKING
0922 - 894 - 8829
Holy Nazarene Christian School
- ▶ **VALERIANO A. ONIO, SR.**
COORDINATOR, MEMBERSHIP
0987 - 602 - 1984
Dawn Amadis Christian School
- ▶ **DR. VERONICA F. REYES**
ADMINISTRATIVE OFFICER
0997 - 706 - 1131
Toddler's Smart Learning Center



Republic of the Philippines
Department of Education
Region IV-A (CALABARZON)
Division of Cavite
Trece Martires City, Cavite



Certificate Number: AJA17-0083

DIVISION MEMORANDUM
No. 201 s. 2018

2018 DIVISION SCHOOLS PRESS CONFERENCE FOR PRIVATE SCHOOLS

To: Office of the Schools Division Superintendent
Chief, Curriculum Implementation Division
Chief, School Governance and Operations Division
Private Elementary and Secondary Principals/Heads
Educational Media Administrators Association of Cavite

1. The Department of Education, under the sponsorship of the Private Association of Elementary and Secondary Principals/ Administrators 2018 and in pursuant to the Division Educational Media Workplan CY of Activities for 2018, **DIVISION SCHOOLS PRESS CONFERENCE (DSPC) FOR PRIVATE SCHOOLS** for student-pupil writers/delegates will be held on July 23-25 for the JHS/SHS LEVEL and on July 25-27 for the **ELEMENTARY LEVEL**. The DSPC will be held at Krislizz International Academy, Capitol Hills Subdivision, Barangay Lapidario, Trece Martires City for the Elementary and at Holy Nazarene Christian School, Tanza, Cavite for the JHS/SHS.
2. The plenary session and division contest to be held on July 23-25 for JHS/SHS and July 25-27 for Elementary both English and Filipino will cover eight (8) categories in the individual contests and three (2) categories in the group contests to wit:
 - Individual Contests
 - 2.1 News writing
 - 2.2 Editorial writing
 - 2.3 Feature Writing
 - 2.4 Copyreading and Headline Writing
 - 2.5 Sports Writing
 - 2.6 editorial Cartooning
 - 2.7 Photojournalism
 - 2.8 Science & Health Writing
 - Group Contests
 - 2.9 Collaborative Publishing – Elem and JHS/SHS
 - 2.10 Radio Scriptwriting and Broadcasting – Elem and JHS/SHS
3. Specific dates and venues for the different contest categories are indicated in Enclosure No. 6 (Program/Contest Matrix).
4. Student/pupil delegates and teacher-advisers are to take along with them one (1) 1x1 latest photo to be pasted to the ID that will be issued to them and accomplished Registration/Entry

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Capitol Compound, Brgy. Luciano, Trece Martires City Cavite

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Form (See Enclosure No. 2) in four copies duly signed by the school principals for submission to the committee upon registration.

5. A registration fee of three hundred pesos (Php300.00) will be charged to each delegate (student/pupil delegates and teacher-advisers) to cover expenses for the resource speakers, honoraria, IDs, certificates, medals, plaques, token and operations during the DSPC.
6. Each delegate will bring his/her own provision for lunch and snacks for three (3) days.
7. Full emphasis is given on ensuring that the students who will represent our division in the higher level of competitions be given rightful considerations on their academic.
8. Numbered enclosures for the participants' guidance and perusal are the following:
 1. Guidelines for the Contest
 2. Registration/Entry Form
 3. Executive Board and Working Committees
 4. Opening and Closing Program
 5. Task Force/Facilitators
 6. Contest Matrix
9. Deadline of Registration is on July 17, 2018.
10. Widest publicity and immediate dissemination of the content of this Memorandum especially to those concerned are earnestly desired


CHERRYLOU D. REPIA
Schools Division Superintendent

Enclosure: As stated
Ref. RA 7079 - Campus Journalism Act of 1991
Division CY Activities for 2018
To be indicated in the perpetual index under the following subjects
CAMPUS JOURNALISM
CONFERENCES
CONTESTS
PUBLICATION/SCHOOL PAPERS
SOCIETY/ASSOCIATION
STUDENTS/PUPIL DEVELOPMENT
TEACHERS

GUIDELINES FOR THE CONTESTS

1. A student/pupil shall be allowed to participate in only one (1) category. Participation in the individual writing contests shall be limited only to those enrolled in the six-year elementary and jhs/shs schools in private schools.
2. In the photo journalism contest, each contestant is required to bring the following materials.
 - Digital cameras (point and shoot only) with a maximum of 16 megapixels shall be used.
 - DSLR and other high-end digital cameras shall not be allowed in order to level the playing field.
 - Blank or empty storage card (Compact flash, SD card, MMC) shall be submitted to the facilitators ahead of time for checking and coding before the actual competition.
 - Participants shall also bring one (1) laptop, and one (1) flash drive for the layouting and uploading of the entry.
3. In collaborative publishing contest, the following guidelines should be followed;
 - Each school shall organize a team of seven (7) contestants who shall not compete in any of the individual contest. There will be one team for English and another for Filipino, both at the elementary and jhs/shs levels.
 - A mini press conference will be held to become the basis for the actual writing of the editorial, feature and news articles. Coverage of a sports event will be held to facilitate for the sports page. Pictures of the mini press conference shall be taken by the photojournalist in a designated area and editorial cartoons will be produced while the rest of the team is doing their write-ups, layouting and editing.
 - The team will be given two (2) hours for data gathering and writing, and two (2) hours for layouting and editing.
 - Each team will be required to bring a maximum of four (4) laptops installed with Adobe INDESIGN and Photoshop (for the jhs/shs level) and Microsoft Publisher (for elementary) so as to layout the group's final output. The laptops will be checked for official applications and pre-written documents for references.
 - Each group will be required to convert their output into pdf format with no identifying marks about their school.
 - The output of the contest is a four-page publication.
4. ID should be worn ALL THE TIME by both the contestants and teacher-advisers (in a very conspicuous area) during the three-day contest, especially when the contestants are in the contest room.

5. All participants must be in their school uniform wearing their school IDs side by side the DSPC ID.
6. All teachers-adviser must stay away from the contest rooms after accompanying their contestants and must refrain from coaching their contestants, which might be a cause for disqualification. They are advised to stay in the Advisers' Lounge reserved on the contest venues.
7. All DSPC participants must issue their school publication before they can qualify to participate in the RSPC. (Tentative until the DepEd issues definite guidelines to this effect).

Enclosure No. 2 to Division Memo No. _____ s. 2018

2018 DIVISION SCHOOLS PRESS CONFERENCE FOR PRIVATE SCHOOLS

**SCHOOL
DISTRICT
UNIT
SCHOOL PAPER
LEVEL**

[illegible]

Approved:

School Principal/School Head

Note: Accomplish in four (4) copies

1st copy – Registration Committee

2nd copy – Finance Committee

3rd copy – Division Office

4th copy – Documentation Committee

Executive Committee and Working Committees

EXECUTIVE COMMITTEE

CHERRYLOU D. REPIA

Schools Division Superintendent

DIANA P. TOPACIO, Ed.D.

OIC, Assistant Schools Division Superintendent

ELIAS A. ALICAYA, JR.

OIC, Assistant Schools Division Superintendent

IVAN BRIAN L. INDUCTIVO

OIC, Chief, SGOD

ELPIDIA B. BERGADO, Ed.D.

Chief, Curriculum Implementation Division

WORKING COMMITTEE

DCPAPSPA

(Division of Cavite Province Association of Private School Principals and Administrators)

JEOPFREY DAGUIO CAPILI, SR.

President/Over-All Chairman

WILMA U. GALICIA, Ph.D.

Vice President, Internal Affairs

INES LLOPIS-INOCENCIO

Vice President, External Affairs

DR. JOHNNY E. NAZARENO

Auditor and Chairman, DSPC JHS/SHS

DR. LEA S. LONTOC

PIO and Chairman, DSPC Elementary

Co-Chairmen: **ROSITE M. CAPILI**

Treasurer

Co-Chairmen: **ROSITE M. CAPILI**

Treasurer

DORY F. NAZARENO

Coordinator, Tour

DORY F. NAZARENO

Coordinator, Tour

IT Staff

IT Staff

REGISTRATION

Chairman: **DR. WILMA U. GALICIA**
Vice President, Internal Affairs

Co-Chairmen: **DR. VERONICA F. REYES**
Administrative Officer

VALERIANO A. ONIO, JR.
Coordinator, Membership

MHAR ANGELO A. BAYOT
Assistant Treasurer

ENGR. MELCHOR A. MADRIAGA
Business Manager

PROGRAM/AWARDING

Chairman: **JEOFREY DAGUIO CAPILI, SR.**
President/Over-All Chairman

Co-Chairmen: **REV. DOMINGO L. RANAY**
Assistant Secretary

DR. AMOR AURE PARRA
Business Manager

DR. FRUIT R. BAISA
Business Manager

DOCUMENTATION

MARIO M. GUY
Assistant Auditor

OPENING AND CLOSING PROGRAM

Prayer	DR. AMOR AURE – PARRA <i>Business Manager</i>
National Anthem	DR. RONI F. REYES <i>Administrative Officer</i>
Opening Remarks	DR. JOHNNY E. NAZARENO <i>Auditor</i> <i>Principal, Holy Nazarene Christian School</i>
	DR. LEA S. LONTOC <i>PIO</i> <i>Principal, Krislizz International Academy</i>
Song Number	Holy Nazarene Christian School Krislizz International Academy
Inspirational Message	CHERRYLOU D. REPIA <i>School Division Superintendent</i>
Introduction of Task Force & Facilitators	DR. ELPIDIA B. BERGADO <i>Chief, Curriculum Implementation Division</i>
Election of Officers	DR. JOHNNY E. NAZARENO DR. LEA S. LONTOC
Awarding of Medals and Certificate of Merit and Participation	DCPAPSPA OFFICERS AND GUESTS
Closing Remarks	JEOFREY DAGUIO CAPILI, SR. <i>President</i>

DR. WILMA U. GALICIA
Vice President, Internal Affairs
Lady Dean of Ceremony

Program/Contest Matrix

Day 1 (July 23 – Secondary, July 25 – Elementary)		
TIME	ACTIVITY/CONTEST	VENUE
6:30 – 7:30	Registration	
7:30 – 8:30	Opening Program	
	Photojournalism (Lecture)	Lecture Venue 1
8:30 – 9:00	BREAK	
9:00 – 10:00	Photojournalism (Contest)	Contest Venue
	Sports Writing (Lecture and Coverage)	Lecture Venue 1
	Feature Writing (Lecture)	Lecture Venue 2
10:00 – 11:00	Photojournalism (Uploading)	ICT Room
	Sports Writing (Contest)	Contest Venue
	Feature Writing (Contest)	Contest Venue
	Editorial Cartooning (Lecture)	Lecture Venue 1
	Editorial Writing (Lecture)	Lecture Venue 2
11:00 – 12:00	Editorial Cartooning (Contest)	Contest Venue
	Editorial Writing (Contest)	Contest Venue
	News Writing (Lecture)	Lecture Venue 1
12:00 – 1:00	LUNCH BREAK	
1:00 – 2:00	News Writing (Contest)	Contest Venue
	Science and Health Writing (Lecture)	Lecture Venue 1
	Copyreading and Headline Writing (L)	Lecture Venue 2
2:00 – 3:00	Science and Health Writing (Contest)	Contest Venue
	Copyreading and Headline Writing (C)	Contest Venue
Day 2 (July 24 – Secondary, July 26 – Elementary)		
TIME	ACTIVITY/CONTEST	VENUE
8:00 – 12:00	Collaborative Publishing	
	Radio Script Writing and Broadcasting	
Day 3 (July 25 Secondary, July 27 – Elementary)		
8:00 – 12:00	<i>Election of Officers*</i>	
12:00 – 1:00	LUNCH BREAK	
1:00 onwards	Awarding and Closing Program	