



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
CITY SCHOOLS DIVISION OF CABUYAO
MARINIG SOUTH ELEMENTARY SCHOOL
PUROK 5 BRGY. MARINIG, CABUYAO CITY, LAGUNA

July 7,2023


SCHOOL MEMORANDUM

No. _____ s.2023

END- OF -SCHOOL YEAR RITES FOR THE SY 2022-2023

To: Master Teachers
All Teachers
All Others Concerned

1. In Compliance to the Dep Ed Order no.09 S.2023 titled: An Order Updating the Multi-Year Implementing Guidelines on the conduct of the K to 12 Graduates Molded Through Resilient Educational Foundation, this office announces the conduct of the Moving Up of Kindergarten Pupils on July 12,2023 from 7:30 Onwards at the school covered court.
2. This activity aims to:
 - a. follows the provisions of this DO as the basis in the conduct of Moving Up ceremony.
 - b. informs all concerned teachers to be guided as indicated in the enclosure attached herewith.
3. In reference to this activity, please refer to the following enclosure:
 - a. Enclosure 1: Program of Activities
 - b. Enclosure 2: Program Management Team and Terms of Reference
4. For more information and inquiries, you can contact Emmanuel B. Cerda at the Office of the Principal.
5. Immediate and wide dissemination of this Memorandum is desired.


EMMANUEL B. CERDA
Principal II

Encl: As stated
Reference: DepEd Order No. 09 s. 2023
To be indicated in the Perpetual Index
Under the following subjects

EOSY RITES

VAC/SM Moving up Ceremony

_____ July 6,2023



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Enclosure 1

P R O G R A M M E

- I. PROSESYONAL
- II. PAMBANSANG AWIT
- III. PANALANGIN
- IV. MAKABAYANG AWIT
 - CALABARZON MARCH
- V. PAG-AWIT NG HIMNO NG MARINIG SOUTH ELEMENTARY SCHOOL
- VI. PAMBUNGAD NA PANANALITA
- VII. MENSAHE MULA SA KALIHIM NG EDUKASYON
- VIII. PAGPAPAKILALA SA MGA COMPLETERS
- IX. PAGPAPATUNAY
- X. PAGPAPATIBAY
- XI. PAGKAKALOOB NG KATIBAYAN
- XII. AWIT NG COMPLETER
- XIII. PANGWAKAS NA PANANALITA
- XIV. RESESYUNAL





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Enclosure 2

END-OF-SCHOOL YEAR RITES FOR THE SY 2022-2023
MOVING UP OF KINDERGARTEN PUPILS

July 12, 2023 from 7:30 Onwards

Program Management Team and Terms of References

DESIGNATION	NAME	FUNCTION
Program Director	EMMANUEL B. CERDA	Supervises the planning and implementation of the program.
Program Manager/s	VILLA A. CERDA MYLEN O. CORDENETE	Oversees the entire program, coordinates all efforts, and focuses on actual activity to ensure that the program is implemented as planned.
Program Coordinators	MARIA SHIELA SJ. VENECIO JHENELYN B. VILLEGAS LEONIDA L. ABAÑO	Ensure that the program for the day is implemented as planned, manage the activities for the day.
Awards Committee	EDELENE T. ESCALANTE LEILA F. JAVIER MARIA EDA C. LAPIDEZ DORIS D. HERBOSA VILMA R. DOROL PRINCESS GLORIE R. SANCHEZ DIANE JEAN D. LOZADA	Prepares/assists awards, recognitions, and certificates of graduates.
Logistics Officer	ROSEFE B. BERNABE MARICEL B. SUMA-OY	Plan and secure logistics to support the activity.
Refreshment	ALICIA M. GUEVARA JULIETA P. CAYAS	Ensures snacks provisions and distribution to the participants.
Welfare and Orderliness/Usherette	MERIAM A. LABONETE ZENAIDA D. ALLAYBAN MARY ANN A. CANSICIO MYRNA B. BONAGUA MERLY T. SAYGO	Ensure that the provisions for health, wellness and security are in place.





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	MICHELLE T. PEÑA LOVELLA I. CORDENETE	
Finance Officers	SUSAN P. BERMILLO MARIA CORAZON J. BALTAZAR	Oversee the efficient allocation of funds and timely release of payments as well as documentation for liquidation.
Documenters	IMIE DIANN C. PAJARES DYRILLE R. VALENCIA JOY L. NIDOY	Take note of the important details, prepare documentation and accomplishment report.
Monitoring & Evaluation	MARIETA C. TAYO JUAN MARIO P. YUMENA	Responsible for designing and implementing the M&E activities of the training
Program Facilitators	EDGAR G. AQUINO CATHERINE N. ANABO	Prepares and facilitates the opening and closing program
Hall and Sound Preparation	ARTURO P. GALANG KIM ALDEN O. AIDALLA	Prepare and assure functional sound system and convenient hall accommodation and ventilation for conducive learning.
Secretariat	LILIBETH P. VILLAMIN BEVERLY R. CABATO JINGIE D. ULGASAN IMEE CZERINA N. DELOS SANTOS IMELDA M. LIBROJO	Attend to the daily records of attendance, meal attendance, prepare certificates of participation, recognitions, and appearances.
Stage Decoration	MARIANE L. CIDRO LUNINGNING P. MABUTI JULIA B. RIZALDO MARIMAR V. VALENCIA	Prepare and assure the function of stage and its set up.

