



Republic of the Philippines  
**Department of Education**  
REGION VII - CENTRAL VISAYAS  
DIVISION OF CITY SCHOOLS - TAGBILARAN CITY

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Office of the Schools Division  
Superintendent

July 25, 2025

**DIVISION MEMORANDUM**  
NO:473 s. 2025

**ONE DAY INTENSIVE TRAINING IN LEADERSHIP**

TO: Assistant Schools Division Superintendent  
All Elementary and Secondary School Heads  
All Others Concerned

1. This Office hereby disseminates invitation from **Dr. Dave G. Saceda**, Chair and Founder, Saceda Youth Lead School, contents of which are self-explanatory.
2. Participation to the said training is **voluntary** and payment will be charged against **personal funds**.
3. Please see attached invitation for more details.
4. For your information.

For the SDS:

**WILFREDA D. BONGALOS PhD, CESO V**  
Schools Division Superintendent

  
**JOHN ARIEL A. LAGURA PhD**  
OIC-Asst. Schools Division Superintendent

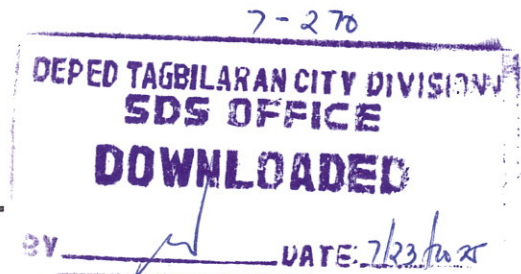
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Telephone Nos.: (038)427-1702; (038)427-2506; (038)422-8177  
(038)427-6718; (038)544-2147  
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**SACEDA YOUTH LEAD SCHOOL**  
*Empowering Leaders Who Shape the Future*



July 22, 2025

received scrod: @  
7/23/25 @ 2:00 pm

**WILFREDA D. BONGALOS**  
Schools Division Superintendent  
DepEd Tagbilaran City

**Wilfreda D. Bongalos:**

Empowering and navigating the teachers of today's world demand the ability to know various shifting objectives. Across the Philippines and the world, they face common challenges that require a wide range of advanced skills.

The SYL Team would like to propose a ONE DAY INTENSIVE TRAINING IN LEADERSHIP for all Teachers 1, 2 and 3. This 1-day training will focus on leadership, conflict resolution, public speaking, social graces and balance. The participants will also be empowered so that they can use their personal experiences as guide to understanding the concepts of leadership development. Through series of intensive workshops and lectures, the participant is guided to strengthen his/her skills and values which are all needed to effect changes in his/her own family, community and nation as a whole.

Participation is voluntary. A registration fee of P500 to cover the tuition fee of the training, honorarium and transportation of speakers and facilitators, certs, kits and other related expenses. This can be funded personally for those who are interested or through school funds.

We hope that this event will forge personal relationships that enable lifelong professional opportunities and friendships thereby promoting peace and mutual understanding for the development of the self, family, community, and the nation—the most valuable legacy of Saceda Youth Lead experience.

Sincerely,

**DAVE G. SACEDA, MIR, Ph.D.**  
Chair and Founder

Saceda Youth Lead School  
7 Ogahong Road, Purok Atis, Brgy. Palinpinon, 6215 Valencia, Negros Oriental, Philippines  
M. 0956 229 4082 W. 0915 633 9546 E. [sacedayouthlead@gmail.com](mailto:sacedayouthlead@gmail.com) [www.sacedayouthlead.com](http://www.sacedayouthlead.com)

**INTENSIVE LEADERSHIP TRAINING FOR TEACHERS 1, 2 AND 3**  
2025-2026

**Overview:**

The One Day Intensive Leadership Training will focus in Leadership, Conflict Resolution and Balance which will help you become better instructional leader, an inspiring organizational member and change maker.

Here, you will explore a completely different brand of leadership that stresses what someone does, rather than who someone is; it will examine a framework that doesn't focus on those at the top, but rather on those individuals working diligently at the ground level, inspiring change, and producing positive, powerful results.

The program will include both lectures, simulations, problem-based learnings and workshop sessions and feature innovative simulations and participatory learning. You will be immersed in a stimulating and dynamic environment discovering what engaged moral leadership looks like in the 21st century. You'll strengthen critical skills, gain new perspective, and learn how to make an even greater difference as a Teacher of the Republic of the Philippines.

**Target Participants:**

- Teachers 1, 2 and 3 of the district

**Tentative Program**

Day 1	Specifics
0730-0800	Arrival and Registration
0800-0830	Opening Program
0830-1000	<b>Lecture/Workshop: Socratic Dialectic (Knowing Thyself)</b> <b>Cultivating Leadership Through Awareness and Reflection: Public Speaking Exercise</b> Lecture/Workshop: Socratic Dialectic / Leadership Ladder Theory / Barriers to Achievement / Approaches to Life
1030-1140	<b>Simulation: Leadership Essentials: Program Event Management and Social Graces of Teachers: Spontaneous and Meaningful Programs</b> such as Graduation, Recognition and others using correct Intelligences, Skills and Values with strong emphasis in Conflict Resolution and Leadership
1140-1300	Lunch
1300-1315	Announcements and Preps for Afternoon Session
1315-1500	<b>Workshop: Organizational Leadership and Change Management) Lecture: Theory of Teamwork, Changing Employee Behaviour Inspiring Change / Team Building</b>
1500-1530	Tea Break
1530-1630	<b>Lecture: The Global Issues and Their Impact to Education</b>
1630-1700	Reflections and Sharing of Learning

*“The mediocre teacher tells. The good teacher explains.  
The superior teacher demonstrates.  
But the great teacher inspires.”*

**William Arthur Ward**  
Author, Educator and Motivational Speaker

**REGISTRATION FEE:**

Registration Fee is Five Hundred Pesos (Php500) to cover the tuition fee of the training, honorarium and transportation of speakers and facilitators, certs, kits and other related expenses.

**TRAINING PROGRAM PROPOSAL**

**TITLE OF THE TRAINING:**

One Day Intensive Leadership Training for Teachers 1, 2 and 3.

**BRIEF DESCRIPTION:**

The One Day Intensive Leadership Training will focus in Leadership, Conflict Resolution and Balance which will help you become better instructional leader, an inspiring organizational member and change maker. Here, you will explore a completely different brand of leadership that stresses what someone does, rather than who someone is; it will examine a framework that doesn't focus on those at the top, but rather on those individuals working diligently at the ground level, inspiring change, and producing positive, powerful results.

**TARGET PARTICIPANTS AND MODE OF TRAINING**

Teachers 1, 2 and 3 of the SDO

**RATIONALE:**

Saceda Youth Lead builds leadership through education and action. For 27 years now, it continues empowering students, teachers and public officials to become most effective citizens by providing them opportunities in leadership, community service and exchange. As part of our greater commitment to national development, we organize several leadership development trainings in the Philippines, ASEAN and the West African regions.

*Training Needs Analysis:**What Training is needed and why?*

Today, there is a need to empower our teachers who show greater interest in leadership and leadership development. The training is one of the trainings to be considered because it focuses on personal experiences as guide to understanding the concepts of leadership development. It evaluates the significant experiences of a would-be leader; equip him/her with the necessary skills based on his/her intelligences and values and polish him/her with the higher skills he/she can learn from his/her peers, facilitators and lecturers.

The training activities have strong emphasis in personal leadership, decision making, conflict resolution and balance; it stirs the interest of the participant to pursue a path of leadership and service for God and country;

*How will the training be provided?*

The training will be provided by series of lectures, workshops and simulations; Most importantly, it focuses on experiences (failure and success) of every participant which they learn from teamwork.

*How much will it cost?*

Php500

*What is the impact on the self/participant?*

The participant will be empowered through the various activities and workshops;

*TNA*

<i>Determining Desired Outcomes</i>	<i>Understanding of one's strengths and opportunities Decrease laxities through the improvement of skills based on intelligences, team work Strengthened values system To become a better SELF</i>
<i>Links of Desired Outcome to Behavior</i>	<i>Eradication of shyness, arrogance and pride Personal suturing of emotional and psychological bleeds which may have an effect in one's leadership potential; To be bolder, courageous LEADER/PERSON</i>
<i>Identify Trainable Qualities</i>	<i>Abilities one should possess when embracing personal leadership; abilities that can be learned along the way</i>
<i>Evaluation of Competencies and Gaps</i>	<i>This can be done through Performance Evaluation, Self-Assessments, Personal Interviews, Feedbacking</i>
<i>Determining how to conduct the training</i>	<i>Mentoring and coaching; lecture/workshops, case studies</i>
<i>Evaluation</i>	<i>How much did the training improve competencies? How did the training improve one's values system?</i>

**OBJECTIVES:** The training will...

- define what is leadership and leadership development, teamwork
- enumerate the elements of Team Effectiveness and LeaderSHIFTS;
- equip the teachers necessary hard skills needed especially in disaster leadership;
- study the different techniques in leadership and decision making
- assess one's skills and values from his/her intelligences
- study and practice social graces and etiquette

- awaken the giant within

**TRAINING CONTENT and METHODOLOGIES:**

Title of the Session/Content	Objectives	Key Learning Point/s	Methodology/ ies	Duration	Resource Person
The Making of a Leader: The Teacher as a Leader	To identify the various experiences in life that will help him/her shape his/her leadership skills  Enumerate skills being develop which can be used to resolve an inequity  Identify key values needed in a leader	Socratic Dialectic Public Speaking Skills Social Graces and Etiquette	Leadership Ladder Theory (Sacada)	1 hour	By Facilitators  Dave G. Sacada (M/L)
Leadership Development, Decision Making and Balance	To define what is leadership, decision making and balance.  To plan for the continuity of the DRRM Public Service of CamSur	Leadership Decision Making Balance Program Event Management	Lecture/Workshop	1 hour	
Team Effectiveness and Leadership	To enumerate the 10 elements of Team Effectiveness and Leadership  To hurdle specific obstacle courses	Team Work	Lecture/Workshop	3 hours	Dave G. Sacada (M, V, L)
Global Challenges of a Leader	To enumerate the immense impacts of the confluence of insecurities- geopolitical, existential and economic	Environmental Impacts, natural disasters	Lecture/Workshop	.5 hour	
Visionary Leadership	To enumerate the visionary leaders of the world  To identify traits and characteristics of a visionary leader	The Making of a Visionary Leader	Lecture/Workshop	.5 hour	
Special Topics in Leadership  The Teacher as an Exemplar	To acquire skills in social graces, etiquette and protocols	Social Graces and Etiquette of Leaders	Lecture/Simulation	2 hours	

**LEADERSHIP DEVELOPMENT PLAN**

In working to improve our communities, leadership is our most important resource. It is the engine that pulls the train. Here are the Leadership Development Plans

Whether the Participants are part of a small or large group or organization at their schools, it is useful to envision their ideal leadership team.

- How many leaders do you want on your team?
- What kinds of skills will they have?
- Will your leadership team reflect the community which your organization serves or works in?
- How will your leadership team support each other and you?
- How will your leaders be committed to the goals of your organization.

**PROPONENT: SACEDA YOUTH LEAD**

**Who We Are**

Founded by Dave G. Sacada in 1998 and supported by key leaders, professors and leadership practitioners, we are an independent academic institution with Filipino roots and global reach. We strive to be the trusted leadership learning partner of choice for institutions. For 24 years now, it continues empowering students and professionals to become most effective citizens by providing them opportunities in leadership, education, conferences, international exchange and publications.

We believe in the ripples of modest beginnings- starting with the true development of the self that creates stronger families, more secure communities and robust economies. We believe in intelligences as gifts from God and core powers of leaders which come with skills (soft and hard) to effectively lead, manage and supervise people. We believe in the values of honesty and integrity, respect, sincerity, humility and excellence. We believe that we are not just stewards but also guardians of God's creation. We believe that we are not just blessings but also as solutions to the many problems of our existence.

SYL challenges conventional and cultural leadership thinking and helps manage strategic transitions to the future through interdisciplinary studies in leadership development, education, public administration, international relations, health care, and defense.

Based in Valenica, Negros Oriental, Philippines, it is a recognized partner by the Berg Institute, Charter for Compassion, United Nations Student Association, Department of Education, TESDA, National Educators Academy of the Philippines and the National Youth Commission.

**Our Purpose**

We empower individuals who can strengthen organizations; who can transform communities and contribute to nation building.

**Our Values**

Honesty and Integrity, Sincerity, Respect, Humility and excellence.

**Impacts**

- 200,000 youths, teachers and LGU employees in the Philippines empowered and inspired since 1999.
- 400+ alumni in Singapore through the Youth Expedition Projects of Ngee Ann Polytechnic sponsored by the TCP, NYC and the Temasek Foundation International.
- Hosted more than 40 European Youths (Austria, Belgium, Denmark, France, Germany, Switzerland through the International Cultural Youth Exchange.
- 7,000 participants in all the international programs in Asia (Brunei, China, Israel, Japan, Singapore, Thailand), Australia, New Zealand and the USA.

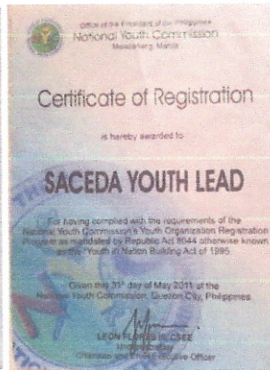
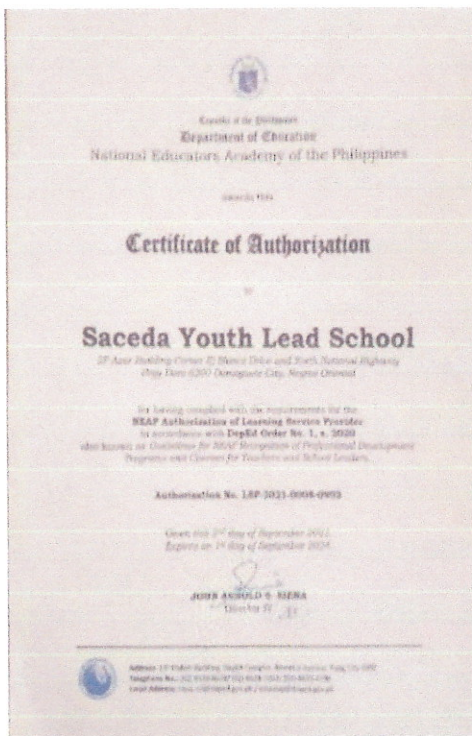
**Accreditations**


- As a Youth Serving Institution of the National Youth Commission, Republic of the Philippines
- As a Youth Serving Organization by the City Government of Dumaguete City
- As a Government Recognized School of the Department of Education
- As a Government Recognized Technical and Vocational School of TESDA
- As a Licensed Service Provider of the National Youth Educators Academy of the Philippines
- As a Development Partner in Youth Leadership by the United Nations Students Association
- As an NGO by the World Associations of NGO's of the United Nations
- As a Youth Partner by the Better Hope Foundation, Monrovia, Liberia
- As a Youth Partner by the Charter for Compassion

**SYL Programs and Solutions**

Executive Education Programs	School Heads LeaderSHIFT Development Program Regional Supervisors & SDO Grievance Program Political Management and Leadership Strategic Military Leadership Emergency and Disaster Leadership and Management Saceda Youth Lead Doctoral/ Post Graduate Leadership Programs
Leadership Programs	Global Youth Leadership and Education Conference National Summer Leadership Camp SYL Leadership Convention

Focused Programs	SPG SSG and Teacher Advisers' Leadership Program Student Athletes and Coaches Leadership Program  LGU Employees Leadership Refinements Program (Gender and Development, Team Effectiveness and Leadership)
Saceda Youth Lead International Programs	SIP Australia / SIP New Zealand SIPA Brunei, SIPA China, SIPA Japan SIPA Israel, SIPA Singapore, SIPA Thailand
CSR	Most Inspiring Teachers of the Philippines Youth Expedition Projects (In bound and Outbound) Continents' Journey Documentary SYL School Divine Mercy Hospital The DGS Leadership Museum
Research and Publications	Youth Leadership Education Strategic Negligence of Governments




**MUNICIPALITY OF VALENCIA**  
 OFFICE OF THE MAYOR  
 P.O. Box 100, 46100 Sagunto  
 Tel. 96 322 74 25  
 Fax 96 322 74 43  
 C/Alameda, Valencia 46100

**PERMIT NO. 2025-0444**

**MAYOR'S BUSINESS PERMIT 2025**  
 Permit is hereby granted to:

PROPRIETOR/OPERATOR: **DAVE GUARIN SACEDA**  
 PERMANENT ADDRESS: **MALDEN, VALENCIA, NEGROS ORIENTAL**  
 RESIDENCY: **TR-0760**  
 MARITAL STATUS: **SINGLE**  
 BUSINESS OR TRADE NAME: **SACEDA YOUTH LEAD SCHOOL, INC.**  
 LOCATION: **MALDEN, VALENCIA, NEGROS ORIENTAL**  
 TYPE OF ORGANIZATION: **CORPORATION**  
 CONTACT NUMBER: **096-229-4832**

Through incorporation the above mentioned number of trade units is allowed:

The permit is hereby granted subject to all existing permit laws and ordinances, rules and regulations governing activities of this nature and conditions for which such permit was granted or which such permit holder will of necessity be deemed to be subject to and shall observe the said permit and shall observe the business establishment. This permit is valid up to **December 31, 2025**, renewable or before January 31 of each year unless notified by the concerned authority in writing the contrary. **ISSUE DATE** of business establishment: **January 11, 2025** at the Office of the Mayor, Municipality of Valencia, Negros Oriental.

Business Taxes, fees and other charges paid:

AMOUNT	7,800.00
O.A. NO.	0078000000
DATE ISSUED	01/11/2025

**EDGAR Z. TEVES, JR.**  
 Municipal Mayor

**BERNIE TUBAL**  
 Mayor Administrator

NEW  
 RENEWAL

**CE039825**  
 SECURITIES AND EXCHANGE COMMISSION  
 1001 Kalayaan Bldg., 1001, Manila  
 CEBU EXTENSION OFFICE

**COMPANY REG. NO. CN2012993**  
**CERTIFICATE OF FILING**  
**OF**  
**AMENDED ARTICLES OF INCORPORATION**


**KNOW ALL PERSONS BY THESE PRESENTS**  
**THIS IS TO CERTIFY** that the Amended Articles of Incorporation of the



**SACEDA YOUTH LEAD SCHOOL, INC.**

*(According Article II, this is a special case of incorporation)*

was approved, adopted on **July 15, 2024** by a majority vote of the **Board of Trustees** and by the vote of at least two-thirds of the members of the corporation, and certified under oath by the Corporate Secretary and a majority of the said Board, was approved by this Office on this date, pursuant to the provisions of the Corporation Code of the Philippines, (Ratified Republic Act 69, approved on May 1, 1960) and copies thereof are filed with the Commission.

**IN WITNESS WHEREOF**, I have hereunto set my hand and caused the seal of this Commission to be affixed at Cebu City, Philippines, this **24th** day of November, Two Thousand Eighteen.

  
**ALINA MARIE ESTRADA-DALENA**  
 Officer-in-Charge  
 SEC. CEBU OFFICE

**Partnership Agreement**

**Article 1**  
**Definition**

1. UN/SA refers to United Nations Student Association, School Manila, with full No. 0430-200
2. Saceda Youth Lead refers to the corporate legal entity registered in the Philippine Register.
3. The Parties refer to UNSA and Saceda Youth Lead.
4. This Agreement refers to this special Partnership Agreement between the parties.

**Article 2**  
**Scope of the Agreement**

This agreement shall be conducted between the Development Committee of the UNSA and Saceda Youth Lead. The aim of the agreement is for the Development Committee to support Saceda Youth Lead by taking awareness, collecting funds and periodically sending volunteers or interns.

**Article 3**  
**Obligation of the Parties**

1. The Development Committee of UNSA shall provide:
  1. Raising awareness about Saceda Youth Lead's work and goals by promoting events, clubs amongst its members, through internal communication and newsletters;
  2. Offering monetary support through a fundraising project;
  3. Providing Saceda Youth Lead with a dedicated post announcing the partnership and volunteer/partnership opportunities.
2. Saceda Youth Lead shall:
  1. Outsource a spot for UNSA volunteers/interns depending on its capabilities and availability;
  2. Supporting UNSA volunteers before and during their project;
  3. Sending UNSA information regarding the organization and volunteering/leadership opportunities;
  4. Providing UNSA with visual material which will be used for promotion.

**Article 4**  
**General**

All obligations set out in this agreement shall be performed in good faith. Any direct, intentional, or reckless use of one of the party's material or branding is forbidden. Then parties are prohibited from engaging in any behavior which would make the carrying out of this agreed partnership futile. There is a liability to meet any detrimental measure that would make it impossible to carry out the purpose of this partnership. No partner shall use the other partner's name for up unless under the partnership project.

**Article 5**  
**Contribution**

No contribution, neither financial nor other, may be asked from either party to perform the services mentioned by this agreement.

**Article 6**  
**Liability**

This agreement shall not incur liability of any kind, for both parties. No damages can be claimed on the basis of this agreement.

**Article 7**  
**Duration**

This agreement will come into force the moment it is signed by both parties and shall be in force for one year.

**Automatic Renewal**

The agreement shall be automatically renewed each year, unless any of the parties gives written notice to the other to not automatically renew this agreement, prior to the expiration date of the respective term.


**Article 8**  
**Termination**


This agreement can be terminated at any time upon agreement of the parties in written notice, in the opportunity that a party fails to fulfill its obligations under this agreement, the other party can unilaterally terminate this agreement provided a written notice of twenty days.


**Article 9**  
**Interpretation**

This agreement of partnership shall be binding upon the respective successors, administrators, trustees, administrators and representatives of the parties. The parties provide that this agreement shall be understood as undertaken on behalf of the respective conferences, and not privately between the signatories.

The parties hereby sign:

  
**Isabella Carille Kruse**  
 President of UNSA - Maastricht  
 Maastricht, Netherlands

  
**Dave S. Sison**  
 Chair and Founder of Saceda Youth Lead  
 Cebu City, Philippines

  
**Hansjak Huisde**  
 Head of Department of UNSA Maastricht  
 Maastricht, Netherlands

