



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

**Office of the Schools Division
 Superintendent**

August 29, 2025

DIVISION MEMORANDUM
 No. 588, s. 2025,.

COUNCIL TRAINING SCHOOL FOR FISCAL YEAR 2025-2026

To: Chief, CID and SGOD
 All Public and Private Elementary and Secondary School Heads
 GSP DFA and Coordinators
 All Others Concerned


1. Pursuant to GSP- Bohol Girl Scout Council Circular No.13, s.2025 dated August 12, 2025, this Office disseminates the conduct of the following Council Trainings:

Age Level Course	Specialization	August 29-31, 2025	Lourdes National High School, Panglao, Bohol
Basic Course (Batch 2)		September 5-7, 2025	Tabalong National High School, Dauis, Bohol

- Registration fees can be charged to the school MOOE or other available school fund sources subject to the usual accounting and auditing rules and regulations.
- Teacher participants shall be entitled to Service Credits in accordance with DepEd guidelines and policies.
- For more details, please see attached communication from GSP-Bohol Council.
- For information and widest dissemination.

For the SDS:

WILFREDA D. BONGALOS PhD, CESO V
 Schools Division Superintendent


JOHN ARIEL A. LAGURA PhD
 Assistant Schools Division Superintendent

WDB/JAL/SGOD/MCC/jpp



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Joermelyne
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Thank you



GIRL SCOUTS OF THE PHILIPPINES
Visayas Region
Bohol Girl Scout Council

DepED
TAGBILARAN CITY DIVISION
RECORDS SECTION
RECEIVED
Received by: *[Signature]*
Date: AUG 13 2025
Time: _____
received SGOP: [Signature]
8/13/25 @ 3:00 pm

COUNCIL CIRCULAR NO. 13
Series of 2025

TO : PUBLIC SCHOOLS DISTRICT SUPERVISORS
CENTRAL/SCHOOL PRINCIPALS, SCHOOL HEADS
DISTRICT FIELD ADVISERS, TROOP LEADERS
ELEMENTARY AND SECONDARY OF PUBLIC AND PRIVATE SCHOOLS
ALL MUNICIPALITIES AND TAGBILARAN CITY

SUBJECT : COUNCIL TRAINING SCHOOL FOR FISCAL YEAR 2025-2026
▪ AGE LEVEL SPECIALIZATION COURSE
▪ BASIC COURSE (BATCH 2)

DATE : AUGUST 12, 2025

The Bohol Girl Scout Council is pleased to announce the schedules for the Age Level Course and the Basic Course (2nd Batch), priority training courses under the GSP Adult Training and Development Scheme for troop leaders for the fiscal year 2025-2026.

COURSE 2	AGE LEVEL SPECIALIZATION COURSE This course is a residential/live-in training, requiring participants to stay at the venue for the entire duration without overnight departures. The schedule includes Girl Scout Ceremonies in the early morning and evening, integral to the program and counting towards total training hours, fostering a cohesive and immersive learning experience.
Date	August 29-31, 2025
Venue	Lourdes National High School, Panglao
Target Participants	Registered Troop Leaders and Co-Leaders who have taken the Basic Course (face-to-face or digital)
Registration Fee	P 3,200.00 per participant The registration fee is to cover expenses for food (meals and snacks), training kit and materials, and other training expenses.
Arrival	<ul style="list-style-type: none"> ▪ Participants are expected to be at the venue on the evening of Friday, August 29 for the Arrival, Registration, Settling Down and Orientation. ▪ Participants should only depart from or leave their respective schools/districts after classes at 5:00 pm on Friday, August 29.
First Meal	Dinner on August 29, Friday
Last Snack	PM Snacks on August 31, Sunday



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COURSE 1	BASIC COURSE (Batch 2)
	This course is a residential/live-in training, requiring participants to stay at the venue for the entire duration without overnight departures. The schedule includes Girl Scout Ceremonies in the early morning and evening, integral to the program and counting towards total training hours, fostering a cohesive and immersive learning experience.
Date	September 5-7, 2025
Venue	Tabalong National High School, Dauis, Bohol
Target Participants	Registered New/Untrained Troop Leaders and Co-Leaders
Registration Fee	P 3,200.00 per participant
	The registration fee is to cover expenses for food (meals and snacks), training kit and materials, and other training expenses.
Arrival	<ul style="list-style-type: none"> ▪ Participants are expected to arrive at the venue on the evening of September 5, Friday for the Registration, Settling Down and Orientation. ▪ Participants should only depart from their schools or districts after their last class on September 5, Friday at 5:00 pm.
First Meal Last Snack	Dinner on September 5, Friday PM Snacks on September 7, Sunday

GSP Attire/Things To Bring

Participants are required to wear the proper Girl Scout uniforms during the training.

- GSP Official Business Uniform (with GSP Adult Scarf and Pins) and closed black leather/office shoes
- GSP Alternate Uniform (white embroidered blouse, dark green pants and vest) and closed black leather/office shoes
- GSP Adult Polo Shirt (white/green or black), Fun or Event T-Shirts
- GSP Jogging Pants or any Physical Fitness Outfit, Rubber Shoes
- Sleeping garments, toiletries, and other personal effects
- Sleeping materials: bedroll/sleeping bag, beddings, blanket
- Flashlight, whistle, sit-upon

Training Schedule

- Day 1, Friday - Evening – Arrival, Registration and Settling Down, Dinner and Orientation
- Day 2, Saturday - Morning – Course Overview, Opening Ceremonies, and Session/Activity
- Afternoon & Evening – Session/Activity and Evening Activity
- Day 3, Sunday - Morning – Early Morning Activity, Session/Activity
- Afternoon – Session, Wrap Up/Evaluation and Closing Ceremonies



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Deadline of Confirmation

Participants are requested to coordinate with their respective District Field Advisers. Kindly return the filled-out Reply Slip on or before August 23, 2025 for the Age Level Course, and on or before August 30, 2025 for the Basic Course (Batch 2) . You may submit it to the Council or you may send it through email at gspboholcouncil@gmail.com

We would like to emphasize that meeting the deadline is imperative for the preparation of training materials, accommodation, and catering arrangements. Additionally, walk-in participants will not be accommodated. It is also important to adhere to the specified maximum number of participants to ensure the quality of the GSP Training with a suitable and uncrowded training venue.

Registration Fee and Transportation Expense

The registration fee and transportation expenses of the participants may be charged to the Maintenance and Other Operating Expenses (MOOE), Special Education Fund (SEF), or any other available source of funds, subject to the approval of DepEd Bohol and DepEd Tagbilaran City Divisions, and in accordance with the usual accounting and auditing rules and regulations.

Service Credit/Compensatory Overtime Credit

The Troop/Co-Leaders shall be entitled to either Service Credit or Compensatory Overtime Credit (COC) whichever is applicable, in accordance with DepEd Guidelines.

For the information, guidance, and immediate attention of all concerned. Wide dissemination is requested.

Thank you for your continued and unwavering support to the Girl Scouting Movement!

PRISCILLA MOONYEEN P. MONTAÑEZ
Council Executive

WILFREDA D. BONGALOS, PhD, CESO V
Schools Division Superintendent
DepEd Tagbilaran City Division
GS Council Commissioner for Administration

FAY C. LUAREZ, EdD PhDTM, CESO VI
OIC - Schools Division Superintendent
DepEd Bohol Division
GS Council Commissioner for Administration



GIRL SCOUTS OF THE PHILIPPINES
Visayas Region
Bohol Girl Scout Council

AGE LEVEL SPECIALIZATION COURSE
August 29-31, 2025
Lourdes National High School, Panglao District

REPLY SLIP

Name _____

School _____

District _____

Name of Principal/School Head _____

Name of PSDS _____

Contact No. _____ Email Address: _____

Submitted by:

Signature over printed name



GIRL SCOUTS OF THE PHILIPPINES
Visayas Region
Bohol Girl Scout Council

BASIC COURSE
September 5-7, 2025
Tabalong National High School, Dauis District

REPLY SLIP

Name _____

School _____

District _____

Name of Principal/School Head _____

Name of PSDS _____

Contact No. _____ Email Address: _____

Submitted by:

Signature over printed name