

Department of Education

Region V

DIVISION OF CAMARINES SUR

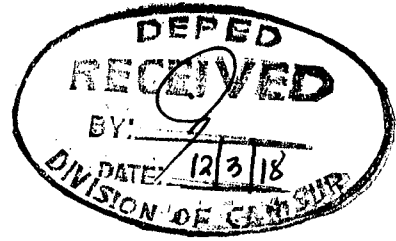
Freedom Sports Complex, San Jose, Pili, Camarines Sur



DIVISION MEMORANDUM

NO. 423 s. 2018

TO: Chief Education Program Supervisors
Education Program Supervisors
Public Schools District Supervisors (Secondary)
Secondary School Heads
All Others Concerned



FROM:  **CECILLE BERNADETTE P. RIVERA, CESO V**
Schools Division Superintendent

DATE: November 29, 2018

SUBJECT: **REGULAR MANAGEMENT COMMITTEE (MANCOM) MEETING
FOR SECONDARY SCHOOLS**

1. The regular **Division Management Committee (MANCOM) Meeting of Secondary Schools** will be held on **December 19, 2018 at 8:00AM to 5:00PM** at Avenue Plaza Hotel, Magsaysay Avenue, Naga City.
2. The following are the agenda to be discussed:
 - a. Policy Directions
 - b. Recent Issuances
 - c. Programs and Projects
 - d. Division Updates and Upcoming Activities
 - e. CID and SGOD concerns
 - f. ASDSs Concerns
 - g. Other Matters
3. The participants are the Schools Division Superintendent, Assistant Schools Division Superintendent, 2 Chief Education Supervisors, 5 Education Program Supervisors, 5 Education Program Specialist for ALS, 12 Public Schools District Supervisors (Secondary), 224 Secondary School Heads, 15 Assistant Principals, 2 Senior Education Program Specialists, 1 Education Program Specialist II of SGOD, 1 Nurse and 1 Resource Staff. Section Heads who have announcement and/or concerns with the secondary schools may attend the meeting at their convenient time.
4. A **registration fee of PhP 650.00** for ALL participants shall be automatically deducted from the Division/School MOOE/Local Funds. Fiscally autonomous schools shall pay their own registration fee with the Division Cashier.
5. There shall be Christmas Carol Choral Competition by Congressional Districts. Please refer to the attached enclosure for the Guidelines and Criteria of the said event.
6. All participants are advised to wear Christmassy colors on the above-mentioned activity.
7. Attendance of all participants is compulsory, hence, no proxy is allowed.

8. The **Host District** for this MANCOM is the **1st Congressional District** and shall take charge of the Opening Preliminaries, minutes of the MANCOM meeting and the overall facilitation of the whole day activity.
9. Travel and other expenses shall be charged against school/Division MOOE/local funds subject to the usual accounting and auditing rules and regulations.
10. Immediate and wide dissemination of this Memorandum is desired.



GUIDELINES AND CRITERIA

**CHRISTMAS CAROL CHORAL COMPETITION
(for Secondary Schools)**

- 1. There shall be 16 to 20 members per Congressional District.
- 2. To sing any Christmas song, memorized without musical scores/copy.
- 3. Conductor is optional.
- 4. Choreographed presentation is encouraged.
- 5. Accompaniment is CD minus one or live.
- 6. Performance time is 3-5 minutes including entrance and exit.
- 7. Participating groups must wear appropriate costume.
- 8. The decision of the board of judges is final and irrevocable.

Choral Sound and Musicality	
1(Tonal quality, harmony, blending)	40%
Musicianship	
(Singing abilities, voice quality, precision	
Expression, difficulty of piece)	40%
Deportment and Over-all Impact	20%
(Stage presence, appropriateness	
Of movements, over-all impact)	
TOTAL	100%

**PASTORES
(for Elementary Schools)**

- 1. Each congressional District shall form one group.
- 2. Each group shall have minimum of 10 and maximum of 20, mixed male and female.
- 3. Each group shall be given 1 minute to set up their props and other necessary materials for their performance.
- 4. Each group shall be responsible for their costume, props, music and other needed materials.
- 5. Each group shall perform the traditional PASTORES A BELEN and other Pastores.Christmas songs which shall not be than 6 minutes including the entrance and exit.
- 6. The songs may be in Bikol, Spanish, or a combination of these.
- 7. Traditional props like the arco, hats, horses and fake beard maybe used.
- 8. Groups may choreograph freely in traditional style or dance steps.
- 9. Participants may follow the original concept or story of the Pastores of their own place/ municipality.
- 10. The decision of the board of judges is final and irrevocable.

CRITERIA FOR JUDGING

Main Concept	
(steps, choreography ,story, interpretation)	20%
Costume and Props	
(relevance to the main concept)	20%
Performance	
(expression, grace, projection, execution, technique)	20%
Deportment	
(behavior, discipline, unity, synchronization, formation, distances)	20%
Music	
(quality of songs and instruments used)	20%
TOTAL	100%