



DIVISION MEMORANDUM
NO. 597 S. 2018

LEADERSHIP ADVENTURE CAMP

**To : Assistant Superintendent
Education Program Supervisors/Coordinators
District Supervisors/OICs
Elementary and Secondary School Heads**

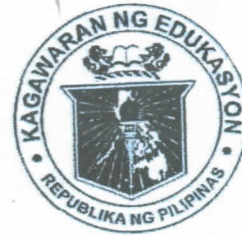
1. For the information and guidance of all concerned, RAFI – Kool Adventure Camp, Inc., is requesting for the participation of the Supreme Student Government (SSG) Officers, SSG Advisers, Selected At-risk Students and the Division Youth Focal Coordinators in this region to its Leadership Adventure Camp to be held in RAFI KAC Adventure Education Center in Cansamoroy, Balamban.
 2. The Partner's Camp aims to equip participants with leadership and mentoring skills necessary to function as Youth Advisers and future leaders.
 3. **DepEd Cebu Province Division - San Fernando District** Supreme Student Government (SSG) Officers and Advisers is directed to attend camp scheduled on September 24-26, 2018 in RAFI KAC Adventure Center in Cansamoroy, Balamban.
 4. A subsidized registration fee of P2400.00 per person for SSG Advisers and P600.00 per person for the SSG Officers, transportation to and from the KAC Center shall be chargeable to school's MOOE.
3. Immediate dissemination of this Memorandum is enjoined.


RHEA MAR A. ANGTUD, CESO VI
Schools Division Superintendent

DR. MAUGURAT 05662911



REPUBLIKA NG PILIPINAS
REPUBLIC OF THE PHILIPPINES
KAGAWARAN NG EDUKASYON
DEPARTMENT OF EDUCATION
REHIYON VII, GITNANG VISAYAS
REGION VII, CENTRAL VISAYAS
Sudlon, Lahug, Cebu City



SEP 03 2018

REGIONAL MEMORANDUM
No. 0639 s. 2018

Leadership Adventure Camp

TO: All Schools Division Superintendents/OICs
All Others Concerned

1. For the information and guidance of all concerned, attached is a communication from RAFI- Kool Adventure Camp, Inc., requesting for the participation of the Supreme Student Government (SSG) Officers, SSG Advisers, Selected At-risk Students and the Division Youth Focal Coordinators in this region to its Leadership Adventure Camp to be held in RAFI KAC Adventure Education Center in Cansomoroy, Balamban.
2. Hence, this Office encourages the requested parties to avail of such opportunity. Attention is invited to paragraphs 2 and 3 of the said communication, relative to the proposed camp schedules of its invited DepEd Division partners and other details of the said activity.
3. The said communication and other relevant document are attached for further reference and instructions.
4. Immediate dissemination of this Memorandum is enjoined.

Juliet A. Jeruta

JULIET A. JERUTA, Ph.D., CESO IV
Director IV
Regional Director

RD
ARV

Office of the Director (ORDir), Tel. Nos.: (032) 231-1433; 231-1309; 414-7399; 414-7325; Office of the Assistant Director, Tel. No.: (032) 255-4542
Field Technical Assistance Division (FTAD), Tel. Nos.: (032) 414-7324 Curriculum Learning Management Division (CLMD), Tel. Nos.: (032) 414-7323
Quality Assurance Division (QAD), Tel. Nos.: (032) 231-1071 Human Resource Development Division (HRDD), Tel. No.: (032) 255-5239
Education Support Services Division (ESSD), Tel. No.: (032) 254-7062 Planning, Policy and Research Division (PPRD), Tel. Nos.: (032) 233-9030;
414-7065 Administrative Division, Tel. Nos.: (032) 414-7326; 414-4367; 414-7366; 414-7322; 414-4367
Finance Division, Tel. Nos.: (032) 256-2375; 253-8061; 414-7321

“ EFA 2015: Kanapatan ng Lahat, Pananagutan ng Lahat ”

29 August 2018

Dr. Juliet Jeruta
Director III
Regional Director
DepEd Region VII
Sudlon, Lahug, Cebu City



Dear **Dr. Jeruta**:

Greetings of peace!

Kool Adventure Camp, Inc. (KAC) in partnership with the Department of Education-Region VII, has been pioneering leadership development through adventure education in the country. Since KAC's inception in 1999, we have already conducted over 1000 leadership camps participated in by student leaders, teachers and division personnel from different divisions in DepEd Region VII.

In this regard, we would like to invite the following divisions listed below for a Leadership Adventure Camp to be participated by **Supreme Student Government (SSG) Officers, SSG Advisers, Selected At-risk Students and the Division Youth Focal Coordinators** to be held in RAFI KAC Adventure Education Center in Cansomoroy, Balamban. The course fee is at Php7, 956.00 per person however, since the Department of Education has always been our valued partner, we are providing 70% subsidy at *Php2,400.00 per person for SSG Advisers and 90% subsidy at Php 600.00 per person for SSG Officers.*

These are the invited partner DepEd Division with respective camp schedules:

Invited DepEd Division	Participants	Dates
1. DepEd Carcar City Division	Supreme Student Government (SSG) Officers and Advisers with the selected at-risk students identified by DepEd Carcar City Division	September 10-12, 2018
2. DepEd Mandaue City Division	Supreme Student Government (SSG) Officers and Advisers	September 13-15, 2018 October 8-10, 2018
3. DepEd Bohol Province Division	Supreme Student Government (SSG) Officers and Advisers	September 19-21, 2018 September 26-28, 2018
4. DepEd Cebu Province Division- San Fernando District	Supreme Student Government (SSG) Officers and Advisers	September 24-26, 2018
5. DepEd Naga City Division	Supreme Student Government (SSG) Officers and Advisers	November 12-14, 2018 November 21-23, 2018 November 28-30, 2018

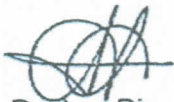
6. DepEd Danao City Division	Supreme Student Government (SSG) Officers and Advisers	November 19-21, 2018 November 26-28, 2018
7. DepEd Cebu City Division	Supreme Student Government (SSG) Advisers	November 19-21, 2018

To ensure effectiveness of our program, the participants will fill out a Course Registration Form which is attached in this communication to be submitted during the pre-camp orientation. The orientation which will be held in your division will be attended by all the participants at least three weeks before the scheduled camp.

We are excited to set a meeting with you or any division focal person to discuss regarding the details of the program particularly the training needs and finalization of our program objectives. Please see attached proposal for your review and approval.

Thank you very much for your kind attention and we look forward to your positive response to our invitation. We hope to continue working with you in touching lives and shaping the future of our country.

Sincerely,



Daphne Dia
Assistant Director
Youth Development Programs
Kool Adventure Camp, Inc.

29 August 2018

Kool Adventure Camp, Inc. - Youth Development Programs
Adventure Camp Proposal



Organization: DepEd Region VII
Organization Representative: Dr. Juliet Jeruta, DepEd Regional Director
Course: Kool Adventure Camp 3-day Leadership Adventure Camp
Base Camp: RAFI-KAC Adventure Education Center

Invited DepEd Division	Participants	Dates
1. DepEd Carcar City Division	Supreme Student Government (SSG) Officers and Advisers with Selected at-risk students to be identified by DepEd Carcar City Division	September 10-12, 2018
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7. DepEd Cebu City Division	Supreme Student Government (SSG) Advisers	November 19-21, 2018

I. PROGRAM OBJECTIVES

The Kool Adventure Camp, Inc. would like to propose a leadership adventure camp for **SSG Officers** using games, initiatives, low and high ropes course elements with the following objectives:

- a. To create a fun learning environment that is conducive for personal growth and healthy interaction among participants;
- b. To provide a safe and empowering venue where participants can understand and practice the principles of servant leadership thru adventure
- c. To deepen their commitment on their roles and responsibilities through the realization of their greater calling and mission in alignment to the direction of the DepEd Division
- d. To facilitate conceptualization of Change Project per School

The Kool Adventure Camp, Incorporated (KAC, Inc.) would like to propose a leadership adventure camp for **SSG Advisers** using games, initiatives, low and high ropes course elements with the following objectives:

- e. To create a fun and safe learning environment that is conducive for personal growth and healthy interaction among SSG Advisers

- f. To provide tools that promote practical leadership and technical skills as Youth Formators/ SSG Advisers
- g. To provide opportunities that will facilitate re-alignment to the shared purpose of the division.

II. PROGRAM DESCRIPTION

The Kool Adventure Camp's adventure-based learning process introduces experiential activities that are apt metaphors for dealing with the dynamics of a leader at work. These initiatives are highly effective and have an element of risk, inconvenience and uncertainty. With the supervision of our professional staff, real risk is minimized without reducing the excitement of an active adventure challenge.

The following are the range of activities that comprise an adventure program:

- a. **Ice-breaker / Acquaintance Activities** provide opportunities for the group to get to know one another and to begin feeling comfortable with each other through group activities, initiatives and games that are primarily fun and non-intimidating.
- b. **De-Inhibitizers** are activities that encourage group participants to take risks and break self-imposed boundaries in order to enhance their willingness and commitment to fully participate in the program.
- c. **Personal Awareness Activities** challenge participants to reflect, become aware and responsible of his or her own thoughts, feelings and behavior.
- d. **Trust and Empathy Activities** provide opportunities for group members to entrust their physical and emotional safety to his or her group by attempting a graduated series of activities, which involve taking some physical and/or emotional risks.
- e. **Communication Activities** present opportunities for group members to enhance their ability and skill to communicate thoughts, feelings, and behaviours more appropriately through initiatives that emphasize listening and self-expression skills in the group decision-making process.
- f. **Decision-Making and Problem Solving Initiatives** create opportunities for group members to effectively communicate, cooperate, and work with each other through active participation in a graduated series of problem-solving activities that involve a range of simple to more complex problems.
- g. **Team Peak Adventure** is a setting wherein group participants can build upon previous gains in areas of acquaintance, trust, communication, and decision-making; and to further develop skills in assessing and working effectively while considering the strengths and weaknesses of individuals in a group.

Through these activities, individual participants and teams are able to explore possibilities, take risks, and practice leadership skills. The learning model is intended to call upon every member of the team to participate and work with each other by establishing an environment characterized by trust, support, open communication and fun.

III. PROPOSED PROGRAM DESIGN

a. Leadership Adventure Camp for SSG Officers

DAY 1	
9:00 AM	Arrive at RAFI-KAC <i>Adventure Education Center</i> , Balamban
10:00 AM	KAC Center Familiarization
11:30 AM	Mind-Setting Activities
12:00 NN	Lunch
1:00 PM	Input: Principles of Servant Leadership by Robert Greenleaf
2:00 PM	Servant Leadership Awareness
3:00 PM	Knots & Ropes Basics
4:00 PM	Belay School
6:30 PM	Night Snacks
7:30 PM	Finalizing of Full Value Contract
Day 2	
6:30AM	Breakfast
7:30 AM	Morning Exercise & Fitness
8:00 AM	Review of FVC
8:30 AM	Personal Visioning (Challenge Ropes Course Activity I)
11:30 AM	Lunch
1:30 PM	Interpersonal Development & Stages of Team Development (Challenge Ropes Course Activity II)
5:30 PM	Dinner
6:30 PM	Self-reintegration & Reflection
8:15 PM	Night Snacks
9:30 PM	Lights Out
DAY 3	
6:30AM	Breakfast
7:30 AM	Morning Exercise & Fitness
8:00 AM	Integration Activity
10:00 AM	Finalization of personal action plan and planning for change project
11:30 AM	Course Evaluation
12:30 NN	Lunch
1:30 PM	Camp Culmination & Snacks
2:00 PM	Departure from RAFI-KAC <i>Adventure Education Center</i> / End of Course

b. Leadership Adventure Camp for SSG Advisers

DAY 1	
9:00 AM	Registration and admissions with nurse; Bunk House Check-in
10:00 AM	Mindsetting
1:00 PM	Module 1: Creating physically and emotionally safe environment: Trust Building
2:00 PM	Module 2: Awareness on personal beliefs, Attitudes and Behaviors Input on the MAPS Model
4:00 PM	Preparations for the Challenge Ropes Course
6:00 PM	Dinner
7:00 PM	Module 3: Deepening of Leadership Journey
8:15 PM	Reflection
DAY 2	
7:00 AM	Breakfast
8:30 AM	Module 4: Personal Challenge: Conquering Personal Fears or Inhibitions
12:00 NN	Lunch
1:30PM	Module 5: Partnership Challenge: How to build a thriving team
6:30 PM	Dinner
7:30 PM	Personal leadership discoveries
DAY 3	
7:00 AM	Breakfast
8:00 AM	Big group energizers
9:00 AM	Module 6: Integration of learning
10:00 AM	Big picture mindset activity
12:00 NN	Lunch
1:30 PM	Strengthening of personal commitment
2:30 PM	Evaluation
3:00 PM	Affirmation
3:30 PM	Closing

*Please note that changes may be made without consultation with client based on the facilitator observations and client needs

IV. Program Contribution

For a total guaranteed minimum of 30 participants, our proposed program contribution is as follows:

(Regular Program Rate: Php7,956.00 per participant/day)

Final Subsidized Rate:

- a. Php 600.00 per person for SSG Officers (90% Subsidized)
- b. Php 2, 400 per person for SSG Advisers (70% Subsidized)

Pre-program

- 1. Program Consultation and Development (inclusive of Training Needs Assessment and Program Design)
- 2. Medical Review and Assessment of Participants
- 3. Customization of Program Design

4. Pre-camp Orientation

Program Implementation

1. Conduct of Leadership Adventure Camp
2. Services of Adventure Facilitators (at ratio of 1 Facilitator:16 Participants)
3. Food Arrangements (all meals from start to end of camp)

DAY 1	DAY 2	DAY 3
Morning Snacks	Breakfast	Breakfast
Lunch	Lunch	Lunch
Dinner	Dinner	Afternoon Snacks
Evening Snacks	Evening Snacks	

4. Use of equipment and game materials
5. Camp Accommodations
6. First Aid Medical Assistance for the duration of the Program (including services of medical center, ambulance and EMT Nurse on 24-hour standby at the RAFI-KAC Adventure Education Center)
7. Participants' Travel and Accident Insurance Coverage for the duration of the Program

The following are not included in the program fee and should therefore be provided by DepEd Division:

1. Documentation
2. Transportation to and from the base camp (RAFI-KAC Adventure Education Center, KM42 Transcentral Highway, Cansomoroy, Balamban, Cebu)
3. Equipment Deposit Fee: A reimbursable amount of Php50.00 per participant will be collected on the first day of the course as Equipment Deposit. Damage, loss of assigned equipment, or additionally purchased items as a result of ill-preparation will be charged to this account. Otherwise, the full amount will be reimbursed upon the end of the course.

Late Payment

Full payment of the training contribution shall be made not later than the last day of the training course. A grace period of seven business days will be provided commencing from the last day of the training. Any program contribution received after said date will be deemed late and subject to a late fee equivalent to 0.5% of the outstanding unpaid amount per day. The organizer/client shall also be responsible for all attorneys' fees, court costs, and related expenses incurred in the event payment is not made in a timely manner, and proceedings are brought by RAFI to collect sums owed.

Cancellation

This program may be postponed, delayed, and/or rescheduled, without penalty or time limit, subject only to mutually agreeable dates, terms and conditions. All payments must be made per existing schedule in this agreement despite the changes.

Cancellation of this camp will incur no penalty if made within 60 days or more from the start date. A penalty of 10% will be incurred if made between 16 and 59 days from start date; and a penalty of 15% if made between 3 to 15 days from start date. A penalty of 20% if made between

1 to 2 days from start date; 25% penalty for cancellation on the day of the activity. Penalties are due at the time of cancellation. No services will be rendered in the event of such cancellations.

In case of fortuitous events (e.g. typhoons, calamities and other safety considerations), a written advice or notice will be given to organizers/participants at least two (2) days before the scheduled activity.

V. Program Pre-Requisite:

Prior to the conduct of the training, the following are the needed pre-program preparations:

Deadline	
At least 3 weeks before the scheduled camp	1. Duly accomplished Course Registration Form (with Division Representative's signature and Medical Physician's clearance)
	2. Conduct of pre-camp orientation. Note: All Course Registration Forms must be submitted on or before scheduled orientation.

In addition, the duly accomplished Course Evaluation Form should also be submitted after the program as a requirement for the participants to receive their Course Certificates.

VI. Contact Information

Richard de los Reyes
Facilitator
Youth Development Programs
Kool Adventure Camp
Ramon Aboitiz Foundation, Inc.
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Email: richard.de.los.reyes@rafi.org.ph

Daphne R. Dia
Assistant Director
Youth Development Programs
Kool Adventure Camp
Ramon Aboitiz Foundation, Inc.

CONFORME:

I hereby declare that I have read and understood all terms and conditions stated in this proposal and hereby indicate my acceptance and conformity to all the above provisions by affixing my signature hereunder.

Dr. Juliet Jeruta
Director III
Regional Director
DepEd Region VII

Date: _____