



Republic of the Philippines  
**Department of Education**  
REGION III – CENTRAL LUZON  
SCHOOL DIVISION OF SAN JOSE DEL MONTE CITY  
KAYPIAN ELEMENTARY SCHOOL  
BARANGAY KAYPIAN, SAN JOSE DEL MONTE CITY

March 14, 2023

**SCHOOL MEMORANDUM**

No. 024 s. 2023

To: SPG adviser  
SPG Officers  
Grades 4 to 6 Class advisers

**“CONDUCT OF Youth for Environment in Schools Organization (YES-O) CLUB OFFICERS Election”**

1. This Office announces the conduct of YES-O Club Officers' Election for school year 2022-2023.
2. This activity aims to:
  - a. Elect responsible and active individuals to raise awareness for the benefit of the environment.
3. The schedule and participants of Election for club officers are as follows:

Grade Level	Schedule
Grades 4-6	Friday (March 17, 2023)
Morning shift	7:00 am to 8:00 am
Afternoon shift	12:00 pm to 1:00 pm

4. SPG officers are requested to monitor, collect, and tally the votes for the said activity.
5. Voting will be conducted through ballot sheets to avoid disruption of classes.
6. Immediate and wide dissemination of this school memorandum is desired.

  
**DIANALYN A. PALAGANAS PhD**  
Principal II

***SECUREd KaypESians***  
**Strengthening and Ensuring  
Commitment of the Unified and  
Resilient Stakeholders in Achieving Quality Education**



**Kaypian Elementary School**

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