



Republic of the Philippines
Province of Laguna
MUNICIPALITY OF CAVINTI
OFFICE OF THE SANGGUNIANG BAYAN

Certified by:

NITZSHELL TORRES –
DELA TORRE
Secretary to the
Sangguniang Bayan

Attested by:

ELMA P. FLORES
SB Member

ULYSSES R. BITUIN
SB Member

EXCERPT FROM THE MINUTES OF THE 29th REGULAR SESSION OF THE
17th SANGGUNIANG BAYAN (2019-2022) OF CAVINTI, LAGUNA, HELD AT ITS
SESSION HALL ON FEBRUARY 10, 2020 /

PRESENT: HON. ARRANTLEE R. ARROYO, VICE MAYOR
Hon. Elma P. Flores, SB Member;
Hon. Ulysses R. Bituin, SB Member;
Hon. Anita Conde – Baeyens, SB Member;
Hon. Pedro O. Villegas Jr., SB Member;
Hon. Jimmy Jose V. Oliveros, SB Member;
Hon. Crispin D. Sanchez, SB Member;
Hon. Marlon F. Villanueva, SB Member;
Hon. Rosemarie F. Esperanza, SB Member;
Hon. Manuel A. Dela Roca, ABC – President;
Hon. Adrian O. Lope, SKF – President.

ANITA CONDE –
BAEYENS
SB Member

PEDRO O. VILLEGAS JR.
SB Member

JIMMY JOSE V.
OLIVEROS
SB Member

ABSENT : "NONE"

MUNICIPAL ORDINANCE NO. 009-2020

CRISPIN D. SANCHEZ
SB Member

**AN ORDINANCE EXPANDING THE SCHOLARSHIP PROGRAM OF THE
MUNICIPALITY OF CAVINTI, LAGUNA AMMENDING SECTION 7.C.a**

WHEREAS, Republic Act No. 10931 otherwise known as "Universal Access to Quality Tertiary Education Act" approved August 3, 2017 , is an ACT PROMOTING UNIVERSAL ACCESS TO QUALITY TERTIARY EDUCATION BY PROVIDING FREE TUITION AND OTHER SCHOOL FEES IN STATE UNIVERSITIES AND COLLEGES, LOCAL UNIVERSITIES AND COLLEGES AND STATE-RUN TECHNICAL-VOCATIONAL INSTITUTIONS, ESTABLISHING THE TERTIARY EDUCATION SUBSIDY AND STUDENT LOAN PROGRAM, STRENGTHENING THE UNIFIED STUDENT FINANCIAL ASSISTANCE SYSTEM FOR TERTIARY EDUCATION, AND APPROPRIATING FUND THEREFOR;

MARLON F.
VILLANUEVA
SB Member

ROSEMARIE F.
ESPERANZA
SB Member

MANUEL A. DELA ROCA
ABC President

WHEREAS, the Local Government Unit of Cavinti, Laguna recognizes the needs of their locals for higher education and had already taken expanded steps to make education accessible to students who wish to study both in public and private schools;

ADRIAN O. LOPE
SKF President

WHEREAS, the Local Government Unit of Cavinti, Laguna recognizes deserving students who wish to pursue their degree in tertiary education but short of fund due to lack or short of means;

ARRANTLEE R.
ARROYO
Vice Mayor

APPROVED BY:

WHEREAS, despite of Free Tuition and other School Fees as mandated in RA 10931, the Local Government Unit of Cavinti, Laguna understands that there are other education – related expenses that needs to be funded such as books,

MILBERT L. OLIVEROS
Municipal Mayor

school supplies, uniforms, reproduction of materials, electronic devices necessary for education

WHEREAS, the ammendments and additional provisions of this ordinance were therein indicated in the Scholarship Board Resolution No. 2019-01 duly submitted to this august body for consideration and approval

NOW THEREFOR, Be it ordained by the Sangguniang Bayan, in session duly assembled that:

SECTION 1. TITLE.- The scholarship grant shall be known and cited as the **"CAVINTI EXPANDED SCHOLARSHIP PROGRAM AS AMMEDED "**.

SECTION 2. Purpose – *The primary purpose of establishing the scholarship program is to promote academic excellence and to provide better chances and opportunities to under priveleged but deserving students to study and complete Baccalaureate Review and academic degrees, including technical and vocational trainings, in state-owned colleges and universities, local universities and colleges and state-run Technical-Vocational institutions as well as Private Schools duly recognized/licensed by the Commission on Higher Education and/or pertinent Government Agency/ies;*

SECTION 3. THE SCHOLARSHIP BOARD.

A. Creation and Composition: There shall be established a Scholarship Board, herein after referred to as The Board, composed of the following:


The Scholarship Board shall be headed by the Municipal Mayor as the Chairman and in his absence, the incumbent Municipal Administrator shall act as head of the scholarship board. The chairman of the Committee on Education of the Sangguniang Bayan shall act as Vice Chairman of the Board and the members shall be composed of Supervisor, Cavinti District; the Principals of all public high schools in Cavinti and at least two (2) representatives from the non-government sector to be determined by the Board, who shall receive no compensation from the Local Government Unit of Cavinti, Laguna. The term of the members of the Scholarship Board shall be co-terminus with the term of Office of the Municipal Mayor.


The Municipal Mayor shall identify and/or change the specific members that shall compose the Local School Board, should he find necessary.

B. Functions of the Scholarship Board: The Board shall perform the following functions:

- 1) Propose to the Sangguniang Bayan Annual Budgetary allocations for the operation and maintenance of the scholarship program;
- 2) Exercise full supervision and control of the operation and management of the scholarship program;
- 3) Formulate policies, rules and regulations governing the scholarship program, not otherwise provided in this ordinance; and
- 4) Solicit financial support for the scholarship program from any legitimate sources.

SECTION 4. THE SCHOLARSHIP BOARD SECRETARIAT.

Certified by:

NITZSHELL TORRES – DELA TORRE
Secretary to the Sangguniang Bayan

Attested by:

ELMA F. FLORES
SB Member


ULYSSES R. BITUIN
SB Member


ANITA COMDE – BAEYENS
SB Member


PEDRO C. VILLEGAS JR.
SB Member



JIMMY JOSE V. OLIVEROS
SB Member



CRISPIN D. SANCHEZ
SB Member



MARKON F. VILLANUEVA
SB Member


ROSEMARIE F. ESPERANZA
SB Member


MANUEL A. DELA ROCA
ABC President


ADRIAN O. LOPE
SKF President


ARRANTLEE R. ARROYO
Vice Mayor

APPROVED BY:

MILBERT L. OLIVEROS
Municipal Mayor

A. Creation and Compositions: There shall be a Secretariat to be composed of the following Offices:

- A.1 Offices under the Municipal Administrator;
- A.2 The Secretary to the Sangguniang Bayan

B. Functions of the Secretariat: The Secretariat shall perform the following functions:

- B.1 Publish in the official website of the local government of Cavinti the full text this ordinance, including the official Bank Account of the Scholarship Program for the information of prospective or would-be benefactors and donors;
- B.2 Publish in the official website of the local government of Cavinti the list of beneficiaries of the Scholarship Program, including the amount each scholar is receiving from the Program;
- B.3 Publish in the official website of the local government of Cavinti the list of donors and contributors to the fund of the Scholarship Program;
- B.4 Secure addresses of well-off individuals who hail from this municipality and forthwith prepare fund solicitation letters to be signed by the Chairman and/or Vice Chairman;
- B.5 Present to prospective donors the salient features of the Scholarship Program, for their understanding and appreciation;
- B.6 Perform all other related tasks that may be necessary to realize the purpose and objectives of the Scholarship Program.

SECTION 5. MEETINGS AND QUORUM:


- A. The Members of the Board shall meet at least once in every quarter of each year or as often as necessary to be determined by the Board;
- B. Majority of the members of the Board present shall constitute a quorum to undertake the official business of the Board.

SECTION 6. APPROPRIATIONS. - A sum of Two Million Pesos (PhP2,000,000.00) shall be appropriated and included regularly in the Annual Municipal Budget of Cavinti. The budget will be appropriated into there (3) categories: Full-Scholar Category, Partial Scholar Category, and Financial Assistance Category. The Full-Scholar Category will receive a total budget of Four Hundred Thousand Pesos (PhP400,000.00). The Partial-Scholar Category shall be allocated Six Hundred Thousand Pesos (PhP600,000.00), and the Financial Assistance Category shall be allocated One Million Pesos (PhP1,000,000.00).

SECTION 7. BENEFITS COVERED BY SCHOLARSHIP GRANTS. - The program's obligation to scholars shall be limited to monthly living allowance and education – related expenses such as but not limited to books, school supplies, uniforms, reproduction of materials, electronic devices necessary for education, for every semester .

A. FULL SCHOLAR CATEGORY

Certified by:


NITZSAEL TORRES –
DELA TORRE
Secretary to the
Sangguniang Bayan

Attested by:


ELMA F. FLORES
SB Member


ULYSSES R. BITUIN
SB Member


ANITA CONDE –
BAEYENS
SB Member


PEDRO C. VILLEGAS JR.
SB Member


JIMMY JOSE
OLIVEROS
SB Member



CRISPIN D. SANCHEZ
SB Member


MARLON F.
VILLANUEVA
SB Member


ROSEMARIE F.
ESPERANZA
SB Member


MANUEL A. DELA ROCA
ABC President


ADRIANO D. LOPE
SKT President


ARRANTLEE R.
ARROYO
Vice Mayor

APPROVED BY:


MILBERT L. OLIVEROS
Municipal Mayor

Scholars under this category shall receive 100% of all education related expenses per semester, including monthly living allowance and book allowance per semester. Provided that living allowance shall not exceed Twenty Thousand Pesos (PhP20,000.00) per semester. Provided further that the Book Allowance shall not exceed Five Thousand Pesos (PhP5000.00) per semester. The Full Scholarship Grant is subject to the following conditions:

a. Must have the following General Weighted Average from 4th Year Highschool if Incoming Freshman or from previous semester if presently in College, to wit:

- a.1 Science and Math Courses - 1.75 Grade Point Equivalent;
- a.2 Non-Science and Math Courses- 1.50 Grade Point Equivalent;

b. Must have passed admission exam to any colleges and universities duly recognized/licensed by the Commission on Higher Education and/or pertinent Government Agency/ies.

B. PARTIAL SCHOLAR CATEGORY

Scholars under this category shall receive 100% of all education related expenses per semester, including living allowance, and book allowance. Provided that living allowance shall not exceed Fifteen Thousand Pesos (PhP15,000.00) per semester. Provided even further that the Book Allowance shall not exceed Two Thousand Pesos (PhP2,000.00) per semester. The Partial Scholarship Grant is subject to the following conditions:

a. Must have the following General Weighted Average from 4th Year Highschool if Incoming Freshman or from previous semester if presently in College, to wit:

- a.1 Science and Math Courses – 2.25 Grade Point Equivalent;
- a.2 Non-Science and Math Courses- 2.00 Grade Point Equivalent;

b. Must have passed admission exam to any colleges and universities duly recognized/licensed by the Commission on Higher Education and/or pertinent Government Agency/ies; and

c. Must come from a family whose combined annual gross income does not exceed Five Hundred Thousand Pesos (PhP500,000.00)


C. FINANCIAL ASSISTANCE

Scholars under this category will receive PhP5,000.00/semester subject to the following:

a. Must have a General Weighted Average of at least 80% from 4th Year High School if Incoming Freshman or **2.5 Grade Point Equivalent for all courses from previous semester if presently in College;**

b. Must have passed admission exam to any colleges and universities duly recognized/licensed by the Commission on Higher Education and/or pertinent Government Agency/ies ; and


Certified by:


NITZSHELL TORRES –
DELA TORRE
Secretary to the
Sangguniang Bayan

Attested by:


ELMA F. FLORES
SB Member


ULYSSES R. BITUIN
SB Member


ANITA CONDE –
BAEYENS
SB Member


PEDRO O. VELLEGAS JR.
SB Member


JIMMY JOSEY V.
OLIVEROS
SB Member



CRISPIN B. SANCHEZ
SB Member


MARLON F.
VILLANUEVA
SB Member


ROSEMARIE F.
ESPERANZA
SB Member


MANUEL A. DELA ROCA
ABC President


ADRIAN O. LOPE
SKUP President


ARRANTLEE R.
ARROYO
Vice Mayor

APPROVED BY:


MILBERT L. OLIVEROS
Municipal Mayor

- c. Must come from a family whose combined annual gross income does not exceed Five Hundred Thousand Pesos (PhP500,000.00).

D. SPECIAL FINANCIAL ASSISTANCE

The Scholarship Board may give scholarship in the form of financial assistance with a maximum amount of Five Thousand Pesos (P5,000.00) to members of cultural groups, art groups, sports organization, or to any individual or member of groups who have brought fame and recognition to the Municipality of Cavinti, and Two Thousand Pesos (P2,000.00) to selected students which may be considered by the Municipal Mayor by the merit of their honors or indigency status subject to availability of fund. The guidelines formulated by the Board, under this provision, is subject to the ratification of the Sangguniang Bayan.

SECTION 8. FUNDS FROM VARIOUS SOURCES:


- A. All funds originating from government sources, be it from municipal, provincial or national, shall be held in Trust in a separate and exclusive Bank Account. The Municipal Treasurer is required to open an account for this purpose;
- B. The Trust Fund shall be deposited in any bank owned or controlled by the Philippine Government;
- C. All donations should come in the form of checks, treasury warrants, Philippine Postal money order and even in the form of cash and, paid to "Municipality of Cavinti Scholarship Program" as the named recipient. All donations shall be issued concomitant official receipt;

SECTION 9. Bank Signatories -The Chairman or in his absence the Vice-Chairman of the Board; and, the Municipal Treasurer shall be the signatories in all bank transactions. Provided, however, that there shall be no deposits or withdrawals that shall be executed by the aforesaid signatories without prior knowledge, consent or authority from the Members of the Board.

SECTION 10. SCHOLARSHIP APPLICANT'S QUALIFICATIONS: - The recipient of the scholarship program shall have the following qualifications:

- A. Must be a Filipino citizen, regardless of sex, civil status, religious affiliation or belief, a resident of the municipality of Cavinti, Laguna, a graduate from any secondary school; and, a person of good moral character and integrity;
- B. For incoming First Year College, must pass the Scholarship Qualifying Exam that the Education Board may administer; and
- C. Must submit the following documents:
 1. A handwritten letter addressed to the Scholarship Board Detailing reasons why he or she deserves scholarship supports, noted by parents/guardian;
 2. Biodata w/2pcs 2x2 picture;
 3. Duly accomplished Application Checklist/Evaluation Form;
 4. Barangay Clearance;
 5. Latest Income Tax Return of Parents or Certificate of Indigency from Barangay, in the case of Partial Scholar and Financial Assistance Scholar;
 6. For incoming freshman, a photocopy of Form 138 (Transcript of Records);

Certified by:


NITZSHELL TORRES -
DELA TORRE
Secretary to the
Sangguniang Bayan

Attested by:


ELMA P. FLORES
SB Member


ULYSSES R. BITUIN
SB Member


ANITA CONDE -
BAEYENS
SB Member


PEDRO C. VILLEGAS JR.
SB Member


JIMMY JOSE
OLIVEROS
SB Member


CRISPIN B. SANCHEZ
SB Member


MELON F.
VILLANUEVA
SB Member


ROSEMARIE F.
ESPERANZA
SB Member


MANUEL A. DELA ROCA
ABC President


ADRIAN O. LOPE
SKP President


ARRANTLEE R.
ARROYO
Vice Mayor

APPROVED BY:


MILBERT L. OLIVEROS
Municipal Mayor

7. For current enrollees, a photocopy of School Registration Form and photocopy of School Official Receipt (Proof of Payment); and
8. True Copy of Grades

Note: (Original copy/copies of all documents should be presented)

SECTION 11. NUMBER OF RECIPIENTS. - The number of recipients in each scholarship category for each academic year shall be determined by the Board depending on the availability of funds for the scholarship program. Provided that, should the number of students who qualify to any of the scholarship category exceeds the number that can be supported by the available funds, the determination of scholarship beneficiaries shall be based on the ranking of grades of the applicants.

SECTION 12. RELEASE OF GRANTS. - The amount of the scholarship grant shall be released to the scholar after he/she has submitted the required documents and after the evaluation and approval of the Board.

1. The grant shall be received by the scholar himself/herself, or by his/her parent(s), or legal guardian only;
2. The Scholar may advance the payment of his/her miscellaneous expenses and reimburse the same from the Scholarship Fund;
3. The Book allowance shall be released at the start of the semester, not later than two weeks after the opening of the class.
4. The living allowance shall be released in four (4) tranches---Forty percent (40%) first tranche and twenty percent (20%) each for second, third, fourth tranches.

SECTION 13. SCHOLARSHIP REQUIREMENTS.

- A. The scholar must seek admission and enroll at any of the State-owned Colleges and Universities, Local Universities and Colleges and State – Run Technical-Vocational Institutions offering technical, vocational or academic degrees or courses;
- B. The scholar shall comply with the terms of the Scholarship Agreement to be entered into between himself/herself along with parents or legal guardian, and the Municipality of Cavinti;
- C. The scholar must strictly maintain the grade requirement(s) to continue enjoy the scholarship benefits;
- D. The scholar must demonstrate good moral and behavior at all times, in places, including his/her demeanor in all social media sites(including but not limited to Facebook, Twitter, Instagram, Youtube, Blogs, MySpace, etc.);
- E. The scholar shall be responsible for the processing and for prompt submission of all requirement necessary for the release of his/her scholarship grant; and

SECTION 14. GENERAL POLICY.

- a. Generally, a scholarship is renewed each term, for as long as the scholar meets all the requirements set forth in this ordinance or in the rules and regulations that the Board may subsequently promulgate;
- b. Applicants who belong to Full Scholar Category who may be enjoying other scholarships shall only be entitled to benefits not covered by the other scholarship program he or she is beneficiary, to be determined by the Scholarship Board ;

Certified by:


NITZSHELL TORRES –
DELA TORRE
Secretary to the
Sangguniang Bayan


Attested by:


ELMA FLORES
SB Member


ULYSSES R. BITUIN
SB Member


ANITA GONDE –
BAEYENS
SB Member


PEDRO D. VILLEGAS JR.
SB Member


JIMMY JOSE
OLIVEROS
SB Member


CRISPIN D. SANCHEZ
SB Member


MARLON F.
VILLANUEVA
SB Member


ROSEMARIE F.
ESPERANZA
SB Member


MANUEL A. DELA ROCA
ABC President


ADRIAN Q. LOPE
SKF President


ARRANTLEE R.
ARROYO
Vice Mayor

APPROVED BY:


MILBERT L. OLIVEROS
Municipal Mayor

- c. Beneficiaries of scholarship grants must file a Leave of Absence (LOA) whenever they decide not to enroll in a given academic year or semester, and must not be on Leave of Absence for more than three consecutive semesters. In case the scholar filed his/her Leave of Absence in the middle of the semester or after the tuition and other expenses have been paid or that scholarship support has been given by the Municipality, the student shall no longer receive financial support for one semester or receive the amount previously given to the scholar before he or she filed the Leave of Absence;
- d. The board will determine deadline of scholarship application during the regular academic year.
- e. Cavinti scholarship is for State-owned Colleges and Universities, Local Universities and Colleges and State – Run Technical-Vocational Institutions including Private Schools;
- f. A grade of DROPPED, Incomplete or No grade shall not be considered in the computation of the General Weighted Average (GWA) provided that the number of units of DROPPED, Incomplete or No grade subjects does not exceed Ten Percent (10%) of the minimum units required per semester, as certified by the Dean or School Registrar.

SECTION 15. MISCELLANEOUS PROVISIONS :


- 15.1 Authorizing the Municipal Mayor, Chairman of the Scholarship Board to resolve issues pertaining the Scholarship Program, at his discretion without convening with the Scholarship Board, provided that the decision will be not in any way contrary to the existing Scholarship Ordinance.
- 15.2 All scholars can avail the scholarship grant at a maximum of five (5) years only;
- 15.3 In the event that the Scholar fail to meet the maintaining general average requirement for each category, he/she shall be given only one (1) chance to catch up with the said grade requirement to continuously avail of the scholarship grant;
- 15.4 All Scholars shall maintain good manners and right conduct to anyone. Anyone who will be found or caught displaying unnecessary behavior , in person or in social media may be taken out from the roll scholars, upon the recommendation of the Scholarship Board;

SECTION 16. PENALTY - Scholars, who failed to meet all the conditions and the responsibility laid down in this ordinance shall be automatically removed from the list of qualified beneficiaries and shall have his/her scholarship automatically cancelled.

SECTION 17. SEPARABILITY CLAUSE. - If for any reason, any section or provision of this Ordinance shall be held to be unconstitutional, contrary to national laws or declared invalid by competent authority, such judgment or action shall not affect or impair the other sections or provisions of this ordinance.

SECTION 18. REPEALING CLAUSE. - All ordinances, rules and regulations, in conflict with, or inconsistent with any provisions of this Ordinance are hereby repealed or modified accordingly.

Certified by:


NITZSHELL TORRES –
DELA TORRE
Secretary to the
Sahguniang Bayan

Attested by:


ELMAR P. FLORES
SB Member


ULYSSES R. BITUIN
SB Member


ANITA CONDE –
BAEYENS
SB Member


PEDRO O. ALLEGAS JR.
SB Member



JIMMY JOSEY
OLIVEROS
SB Member



CRISPIN D. SANCHEZ
SB Member


MARKON F.
VILLANUEVA
SB Member


ROSEMARIE F.
ESPERANZA
SB Member


MANUEL A. DELA ROCA
ABC President


ADRIAN Q. LOPE
SKC President


ARRANTLEE R.
ARROYO
Vice Mayor

APPROVED BY:


MILBERT L. OLIVEROS
Municipal Mayor

SECTION 1. EFFECTIVITY. - This Ordinance shall take effect immediately upon approval.

APPROVED. FEBRUARY 10, 2020.

Ordered: Let copies of this ordinance be furnished to the following, for their information and appropriate action:

- a) The Office of the Mayor;
- b) The Office of the Municipal Treasurer;
- c) The Office of the Municipal Accountant;
- d) The Office of the Municipal Budget Officer;
- e) Department of Education, Cavinti District;
- f) All other Department & Agencies concerned;
- g) All Sangguniang Barangay;
- h) The Honorable Sangguniang Panlalawigan of Laguna, Sta. Cruz, Laguna.

I HEREBY CERTIFY that the above-quoted resolution/ordinance is an excerpt from the minutes 29th Regular Session of the Sangguniang Bayan of Cavinti, Laguna held on February 10, 2020.


NITZSHELL TORRES – DELA TORRE
Secretary to the Sangguniang Bayan

ATTESTED:


SB MBR. **ELMA P. FLORES**


SB MBR. **CRISPIN D. SANCHEZ**


SB MBR. **ULYSSES R. BITUIN**


SB MBR. **MARLON F. VILLANUEVA**


SB MBR. **ANITA C. BAEYENS**


SB MBR. **ROSEMARIE F. ESPERANZA**


SB MBR. **PEDRO O. VILLEGAS JR.**


ABC PRES. **MANUEL A. DELA ROCA**


SB MBR. **JIMMY JOSE V. OLIVEROS**


SKF PRES. **ADRIAN O. LOPE**


ARRANTLEE R. ARROYO
Vice - Mayor

APPROVED:


MILBERT L. OLIVEROS
Municipal Mayor

Date Signed: 63/02/2020