



Republic of the Philippines
Department of Education
REGION X – NORTHERN MINDANAO
SCHOOLS DIVISION OF EL SALVADOR CITY

Office of the Schools Division Superintendent

August 22, 2023

DIVISION MEMORANDUM

No. 346, s. 2023

**PARTICIPATION TO THE PROGRESS MONITORING IN THE
IMPLEMENTATION OF A FUNCTIONAL SCHOOL
GOVERNANCE COUNCIL (SGC)**

To: Asst. Schools Division Superintendent
Division Chiefs
Education Program Supervisors
Section Heads
All Public Elementary & Secondary School Heads
This Division

1. Pursuant to the Regional Memorandum No.435, s. 2023 *Re: Progress Monitoring in the Implementation of a Functional School Governance Council (SGC)* the following personnel are hereby directed to attend the said activity on **August 29-31, 2023** at NEAP, Cagayan De Oro City:

Rolly B. Labis, SGOD Chief
Analyn G. Fabria, EPS SGOD
Maricris P. Quismundo, SEPS SMME
Helen S. Palasan, School Head of PSB Elementary School
Nilo L. Lomongo, School Head of El Salvador City NHS

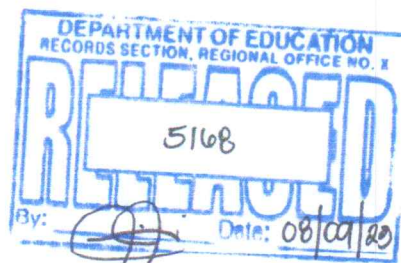
2. This Memorandum shall serve as the **Authority to Travel** of the above-mentioned participants.
3. This activity shall adhere to the Equal Opportunity Principle (EOP) wherein there is no discrimination based on age, gender, identity, sexual orientation, civil status, disability, religion, ethnicity, or political affiliation.
4. Immediate and wide dissemination of this Memorandum is desired.


RANDOLPH B. TORTOLA
Schools Division Superintendent





Republic of the Philippines
Department of Education
REGION X - NORTHERN MINDANAO



REGIONAL MEMORANDUM
No. 0435, s. 2023

August 8, 2023

PROGRESS MONITORING IN THE IMPLEMENTATION OF A FUNCTIONAL
SCHOOL GOVERNANCE COUNCIL (SGC)

To: Schools Division Superintendents
Assistant Schools Division Superintendents
All Others Concerned

1. Regarding **DepEd Order No. 026, s. 2022** re **Implementing Guidelines on the Establishment of School Governance Council** and **Regional Memorandum No. 44, s. 2023** titled **Establishment of School Governance Council**, the Field Technical Assistance Division (FTAD) of this Office will conduct a **Progress Monitoring in the Implementation of a Functional School Governance Council (SGC)** at the National Education Academy of the Philippines (NEAP) Region X, Lapasan, Cagayan de Oro City, on **August 29-31**.

2. This activity aims to

- a. update the status of the implementation of the School Governance Council (SGC) based on the Functionality Assessment Tool Results (Status of SGC implementation for Secondary) per Schools Division Offices,
- b. assess divisional reports on Technical Assistance (TA) provided responsive to the challenges encountered by the schools and divisions during the divisions' SGC implementations both in elementary and secondary levels,
- c. provide technical assistance in navigating the SGC Assessment Functionality Tool and hands-on exercises in accomplishing the reporting templates (offshoot from SGC General Santos Workshop on August 16-18), and



- d. discuss School-Based Management Planning Documents (SIP, AIP, SRC, and others) that align with the MATATAG Agenda,
- e. conduct a SWOT analysis on the low turnouts of schools with functional SGC among secondary schools and identify underlying issues and concerns in the implementation for effective intervention, and
- f. develop action plans for the prioritization of technical assistance and integration of M and E in the implementation.

3. The Participants of the activity:

Participants	No. of Pax	Total
Division SBM Coordinator	1 per SDO	14
SGC Composite members	2 per SDO	14 x 2=28
One (1) Secondary principal (Preferably those who did not join the activity on Jan. 11-13, 2023) and One (1) elementary school Principal/SIC/School Head (central/non-central)	2 per SDO	14 x 2=28
		70

4. Furthermore, the participants are reminded of the following:

- a. To fill in the attached booking form on or before August 15 for accommodation purposes, and
- b. To bring a laptop, extension wire, and pocket WI-FI for hands-on exercises.

5. A virtual pre-work for the identified Technical Working Groups (TWGs) will be conducted on August 25, at 2:00 p.m. The provision of the link will be done at least a day prior to the scheduled meeting.

6. The School-Based Management Coordinators shall present the divisions' initial consolidated School Governance Council (SGC) Functionality Assessment Results, Reports on TA Provided, and SDOs issues and concerns during the divisions' SGC orientations using the attached templates with reference to RM 44, s. 2023.

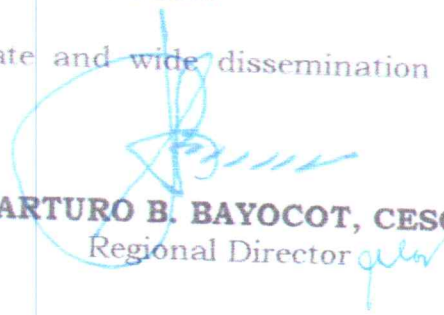
7. The participants' board and lodging shall be charged to FTAD's training funds while travel expenses shall be charged to local funds, all subject to the usual accounting and auditing rules and regulations.

8. The opening program will be on August 29, at 1:00 p.m. Food service will begin on the same day with afternoon snacks until August 31, with lunch as the last meal.

9. Please see the attached activity matrix for reference and the booking form for accommodation purposes.

10. For more information, contact Ms. Lita F. Base, education program supervisor, and FTAD focal person, at 0906-505-6219.

11. This Office directs the immediate and wide dissemination of this Memorandum.


DR. ARTURO B. BAYOCOT, CESO III
Regional Director *qeln*

ATCH: As stated
To be indicated in the Perpetual Index
under the following subjects:

SCHOOL-BASED MANAGEMENT TECHNICAL ASSISTANCE
SCHOOL GOVERNANCE COUNCIL (SGC)

RE: Progress Monitoring in the Implementation of a Functional School Governance Council (SGC)

FTAD/lita

PROGRESS MONITORING IN THE IMPLEMENTATION OF A FUNCTIONAL SCHOOL GOVERNANCE COUNCIL (SGC)

Activity Matrix

August 29-31, 2023

Time	Topic	Responsible Person
August 29, 2023 Wednesday		
1:00-1:30 p.m.	Preliminaries	
	National Anthem and Prayer (anned) DepEd Quality Policy (PPT)	Ms. Christene Serina ADAS-1, FTAD
	Recognition of Participants	Lita F. Base EPS, FTAD
	Statement of Purpose	Dr. Edith L. Ortega Chief Field Technical Assistance Division (FTAD)
	Message	Dr. Arturo B. Bayocot, CESO III Regional Director
	Business Proper	
1:40-5:00 p.m.	Activity 1. SDOs Presentation of the following (Reports must be official)	
	a. Consolidated SGC Functionality Assessment Tool Results (Status of SGC implementation for Secondary per SDO) endorsed by the SDS.	Three (3) members from the SDO SGC Composite team shall take turns in reporting.
	b. Report on Technical Assistance (TA) provided on challenges experienced by the schools, and	
	c. SDO issues and concerns during the divisions' SGC orientation in the implementation of SGC with an adjusted Action Plan (ELEM and Secondary school levels).	

August 30, 2023 – Thursday

Time	Topic	Responsible Person
8:00-8:20 a.m.	MOL	Division of Bukidnon Division of Cagayan de Oro City Division of Camiguin Division of El Salvador City
8:20-12:00 a.m.	Activity 2. Context and Background Activity 3. Discussion of the Tool Hands-on Exercise on the Tool	Lita F. Base EPS, PTAD Ralph Simon Mabulay Computer Programmer II
12:00-1:00 p.m.	Lunch Break	
1:00-3:00 p.m.	Activity 4. Discussion of Report No. 1 Hands-on Exercise on Report No. 1	
3:01-5:00 p.m.	Activity 5. Discussion of Report No. 2 Hands-on Exercise on Report No. 2 Activity 6. Discussion of Report No. 3 Hands-on Exercise on Report No. 3 Activity 7. Discussion of Report No. 4 Hands-on Exercise on Report No. 4 Activity 8. Workshop: SWOT analysis on the low turnouts of schools with functional SGC among secondary schools Activity 9. Action Plan 2023 in Presentation of outputs	Danny A. Asio Wenie Nahial Facilitators Ell June S. Abucay Gladys Quijada Facilitators Laurencia Llagas QAD, Education Program Supervisor
	GAME	

August 31, 2023 (Friday)


8:00-8:20 a.m.	MOL	Division of Canguog City Division of Iligan City Division of Llanos del Norte
9:00-12:00 n.n.	Activity 10. Discussion on School Based Management Planning Documents (SIP, AIP, SRC and others) aligned with the MATATAG Agenda	Allan A. Mansaladez Chief, PPRD
	Ways Forward	Dr. Edith L. Ortega Chief, READ

		Closing Program Division of Malaybalay City Division of Misamis Occidental Division of Oroquieta City Division of Tangub City
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Prepared by:


LITA F. BASE
EPS, FTAD

Recommended by:


DR. EDITH B. LAGO-ORTEGA
FTAD Chief

Approved by:


DR. ARTURO B. BAYOCOT, CESO III
Regional Director

Technical Working Committees	
Facilitators (Outputs: SWOT and Action Plan)	Chair: Ms. Gladys Qujada Members: Mr. Eli June S. Abucay Mr. Danny A. Asio Mr. Wemie H. Namal
Minutes of the Activity with captured issues and concerns	Chair: Ms. Edelina Eborá Members: Ms. Maricris P. Quismundo Ms. Eleanor Consejo H. Rollan
Tracking of submitted outputs/presentations and reports per SDO (hard copy with signature and soft copy via the link)	Chair: Mr. Redeemer Denapó Members: Mr. Francis Manon-og Ms. Ivy T. Lunawan Ms. Aileen Zaballero
Documentation (photo/soft/hard copy of all submitted reports)	
QAME in charge under the supervision of EPS Laurencia Llagas	Chair: Mr. Philip Perez Members: Ms. Roselle O. Bacamot Ms. Susan Y. Cabahug

Note: Outputs must be submitted by the chairs three days after the activity.



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Department of Education
 REGION X - NORTHERN MINDANAO

Doc. Reference Code		
ROX-FTAD-ORM-F-2023-001		
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Consolidated School Governance Council (SGC) Functionality Assessment Tool

Division	Number of Schools			Total	Number of Schools Compliant to D.O. 26, S. 2022						
	Elementary	Secondary	Integrated		Functional SGC		Non-Functional		Average		
					Elem	Secondary	Elem.	Secondary	Elem	Secondary	
	Number	%	Number		%	Number	%	Number	%	Elem	Secondary

Submitted by:

 SBM Coordinator

Verified by:

 SGOD Chief

Noted:

 Chair, SGC Composite Team





Republic of the Philippines
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 REGION X - NORTHERN MINDANAO

Doc. Reference Code		
ROX-FTAD-ORM-F-2023-002		
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Report on TA Provided

Challenges encountered by the schools			Classification				TA Provided	Remarks
Elementary	Secondary	Policy	Organizational Requirements	Internal and External Support Mechanism	Budget and Finance	Advocacy		

Submitted by:

 SBM Coordinator

Verified by:

 SGOD Chief

Noted:

 Chair, SGC Composite Team



BOOKING FORM

Please fill out and email this form immediately at ftad.region10@deped.gov.ph for facilitation.

Name of Participant/s

Contact Number

Schools Division Office

Expected Dates:

Start Date

End Date

Signature

Note: Submit this form on August 15.