



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

**Office of the Schools Division Superintendent**

January 2, 2024

**DIVISION MEMORANDUM**

No. 003, s. 2024

**VIRTUAL CONFERENCE ON THE SCHOOL GOVERNING COUNCIL (SGC)  
PRE-ASSESSMENT UPDATES**

To: Asst. Schools Division Superintendent  
Division Chiefs  
Education Program Supervisors  
Secondary School Heads  
SGC Designated Co-Chairpersons in the Secondary Schools  
This Division

1. Pursuant to DepEd Order No. 26, s. 2022 Re: *Implementing Guidelines on the Establishment of School Governance Council (SGC)*, this Office, hereby directs all School Heads and SGC Designated Co-Chairpersons to participate in the virtual conference on **January 4, 2023**, 3:00 – 4:00 PM thru the MS Teams platform.
2. This activity aims to ensure 100% School Governance Council (SGC) Functionality of all schools and the provision of appropriate technical assistance to the schools.
3. The submission of the revised MOVs (hard copy) is on **January 9, 2024**. Further, all school heads are reminded to upload the softcopy of the MOVs in their designated SGC Folder thru this link [https://bit.ly/SGCMOVs\\_Secondary](https://bit.ly/SGCMOVs_Secondary) for the pre-assessment of the Division Composite Team.
4. This is the link of the SGC Validation findings <https://bit.ly/SGCvalidation> for reference.
5. 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.
6. Immediate and wide dissemination of this Memorandum is desired.

  
**RANDOLPH B. TORTOLA**

Schools Division Superintendent

To be indicated in the Perpetual Index  
under the following subjects: SGC Virtual Meeting

SGOD-SMME-mpq



Address: Zone 3, Poblacion, El Salvador City  
Telephone No: (088) 555-0475  
Website: [www.depedelsalvadorcity.net](http://www.depedelsalvadorcity.net)  
Email Address: [elsalvador.city@deped.gov.ph](mailto:elsalvador.city@deped.gov.ph)

**Transforming Schools,  
Forging Partners**





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

---

**Enclosure No. 1 List of SGC Designated Co-Chairpersons**

| School            | Name                        | Position          |
|-------------------|-----------------------------|-------------------|
| 1. MNHS           | ELJIOR B. ESTRADA           | MT-1              |
| 2. CNHS           | LIZA MAY D. NOB             | SST-1             |
| 3. SFDA NHS       | Rachalle L. Bongolto        | Teacher 1         |
| 4. ECNHS          | Therese Angeli M. Romasanta | Master Teacher I  |
| 5. KAIS           | Lolito D. Bejiga            | Master Teacher II |
| 6. SINALOC NHS    | Jomer T. Paquinol           | Teacher II        |
| 7. HINIGDAAN NHS  | LEIZL O. PABULOLOT          | Teacher 1         |
| 8. HIMAYA NHS     | LYNNEL C. BOTER             | Teacher III       |
| 9. SAMBULAWAN NHS | JOVIT D. COMON              | Master 1          |

SGOD-SMME-mpq



Address: Zone 3, Poblacion, El Salvador City  
Telephone No: (088) 555-0475  
Website: [www.depedelsalvadorcity.net](http://www.depedelsalvadorcity.net)  
Email Address: [elsalvador.city@deped.gov.ph](mailto:elsalvador.city@deped.gov.ph)

**Transforming Schools,  
Forging Partners**

