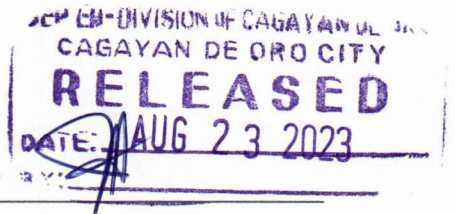




Republic of the Philippines
Department of Education
REGION X
DIVISION OF CAGAYAN DE ORO CITY



Office of the Schools Division Superintendent

August 22, 2023

DIVISION MEMORANDUM

No. 406 s. 2023

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

TO: Asst. Schools Division Superintendent
Chief Education Program Supervisors – CID and SGOD
Public Schools District Supervisors
Public Elementary and Secondary School Heads
Division SBM Coordinator
Division SGC Composite Members
Concerned Secondary Principal
Concerned Elementary Principal

1. With reference to Regional Memo No. 0435 s.2023 entitled Progress Monitoring in the Implementation of a Functional School Governance Council, the following personnel shall attend the said activity on August 29-31, 2023 at the NEAP Region X, Lapasan, Cagayan de Oro City:

Division SBM Coordinator	Eleanor Consejo H. Rollan
SGC Composite Member	Romeo B. Aclo
SGC Composite Member	Jean T. Loquillano
Secondary Principal	Sola Violetta L. Mendoza
Elementary Principal	Pedrita R. Jordan

2. Participants are advised to read the memo relative to the preparations and pre-work activity indicated in the regional memo.

3. All school heads of public elementary and secondary schools are requested to accomplish the **SGC Self-Assessment Tool** which can be accessed through:

bit.ly/2023CDOSGC

Those who were not able to self-assessed in March-April 2023 are required to comply. Schools who have self-assessed during the said schedule but may have complied additional indicators and would want to update their score may answer the self-assessment tool again through the same link. **Deadline for submission is on or before August 24, 2023 to allow time for verification and consolidation.**



Address: Fr. William F. Masterson Ave., Upper Balulang, Cagayan de Oro City
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Email Address: cagayandeoro.city@deped.gov.ph



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DIVISION OF CAGAYAN DE ORO CITY

Office of the Schools Division Superintendent

4. Report on Technical Assistance provided are also requested from the school heads. You may answer the google form which can be accessed from

bit.ly/2023SGCTA

Deadline for online submission of report is on or before August 24, 2023.

5. In adherence to Equal Opportunity Policy (EOP), inclusive and fair treatment are accorded to all concerned regardless of age, gender, sexual orientation, disability, religion and ethnicity.

6. Immediate and widest dissemination of this memorandum is enjoined.

ROY ANGELO E. GAZO

Schools Division Superintendent

Encl: None

Reference: None

To be indicated in the Perpetual Index
under the following subjects:

SCHOOL GOVERNANCE COUNCIL

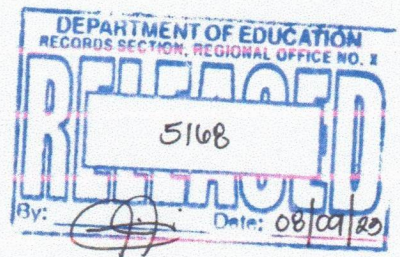
ECHR/SGC
August 22, 2023



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



REGIONAL MEMORANDUM
No. 0435, s. 2023

August 8, 2023

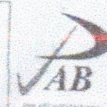
PROGRESS MONITORING IN THE IMPLEMENTATION OF A FUNCTIONAL
SCHOOL GOVERNANCE COUNCIL (SGC)

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



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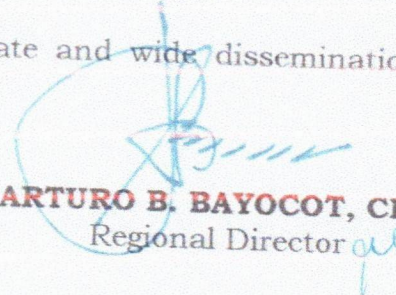
- d. discuss School-Based Management Planning Documents (SIP, AIP, SRC, and others) that align with the MATATAG Agenda,
- e. conduct a SWOT analysis on the low turnouts of schools with functional SGC among secondary schools and identify underlying issues and concerns in the implementation for effective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

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

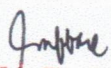
August 29-31, 2023

August 29, 2023 - Wednesday		
Time	Topic	Responsible Person
1:00-1:40 p.m.	Preliminaries National Anthem and Prayer (canned) 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, b. Report on Technical Assistance (TA) provided on challenges encountered 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 heads).	Three (3) members from the SDO SGC Composite team shall take turns in reporting.

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
8:20-12:00a.m.	Activity 2. Context and Background Activity 3. Discussion of the Tool Hands-on Exercise on the Tool	Lita F. Base EPS, FTAD 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 and presentation of outputs QAME	Danny A. Asio Wenie Nahial Facilitators El June S. Abucay Gladys Quijada Facilitators Laurencia Llagas QAD, Education Program Supervisor
August 31, 2023 (Friday)		
8:00-8:20 a.m.	MOL	Division of Gingoog City Division of Iligan City Division of Lanao 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, FTAD

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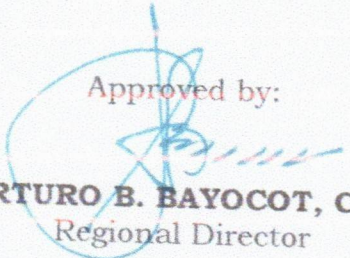
Prepared by:


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 Quijada Members: Mr. Ell June S. Abucay Mr. Danny A. Asio Mr. Wenie H. Nahial
Minutes of the Activity with captured issues and concerns	Chair: Ms. Edelina Ebora 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 Denapo Members: Mr. Francis Manon-og Ms. Ivy T. Jumawan 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. Bacasnot Ms. Susan Y. Cabahug

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



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Doc. Reference Code		
ROX -FTAD-ORM-F-2023-001		
Rev	Effective	Page
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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					
					Functional SGC		Non-Functional		Average	
	Elementary	Secondary	Integrated		Elem	Secondary	Elem.	Secondary	Elem	Secondary
					Number- %	Number - %	Number- %	Number- %		

Submitted by:

SBM Coordinator

Verified by:

SGOD Chief

Noted:

Chair, SGC Composite Team





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Department of Education
REGION X - NORTHERN MINDANAO

Doc. Reference Code		
ROX-FTAD-ORM-F-2023-002		
Rev	Effective	Page
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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



DepEd Regional Office X, Zone 1, Upper Balulang, Cagayan de Oro City
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Department of Education Region 10
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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.