



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



Office of the Schools Division Superintendent

June 04, 2024

OFFICE MEMORANDUM

No. _____ s.2024

TO: AMOR A. RADAZA, EPS-II, SBM Division Coordinator
DANIEL Q. LINTEC, SGC Member, Bayanga NHS

**ATTENDANCE TO THE SCHOOL GOVERNANCE COUNCIL (SGC)
CONVERGENCE**

1. With reference to Regional Memo No. 0358 s.2024 titled **School Governance Council (SGC) Convergence**, you are hereby directed to attend the said activity at **Tangub City on June 17-19, 2024.**
2. Attached is the memorandum for your reference and guidance.
3. Travel and allowable expenses shall be charged to division/ school funds subject to the usual accounting and auditing policy and guidelines.
4. 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.
5. Immediate and widest dissemination of this memorandum is enjoined.

ROY ANGELO E. GAZO
Schools Division Superintendent

Encl: as indicated
Reference: None
To be indicated in the Perpetual Index
under the following subjects:

SCHOOL GOVERNANCE COUNCIL (SGC)

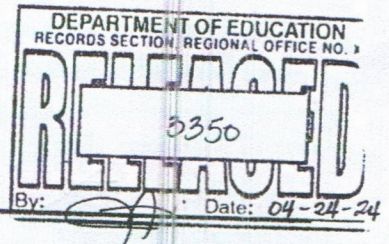
ECHR/DM-SGC
June 04, 2024



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



May 17, 2024

REGIONAL MEMORANDUM
No. 0358, s. 2024

SCHOOL GOVERNANCE COUNCIL (SGC) CONVERGENCE

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

1. Following **DepEd Order No. 026, s. 2022** on the **Implementing Guidelines on the Establishment of School Governance Council, DM-OUHROD-2024-0696** on the **Rollout of the School Governance Council Functionality Tool for Secondary Schools**, and **Regional Memorandum No. 0279, s. 2024** on the **Revised SGC Functionality Assessment Tool for Secondary Schools**, this Office, through the Field Technical Assistance Division (FTAD), will conduct the **School Governance Council (SGC) Convergence** in Tangub City, on June 17-19.
2. The objectives of the undertaking are as follows:
 - a. Update the extent of the baseline and endline data information re SGC Functionality Assessment Tool for Secondary Schools and its direction in strengthening the effectiveness of the implementation of DepEd Order No. 026, s. 2022;
 - b. Present, discuss, and showcase the good practices of the schools with functional School Governance Council (SGCs) by the benchmark schools;
 - c. Appreciate the School Division Offices' (SDOs) presentation of the Consolidated School Governance Council (SGC) Functionality Assessment Tool, Report on TA Provided, and Action Plan for Sustainability of the Implementation (2024);
 - d. Ensure effective school governance to encourage active engagement of the stakeholders to reinforce the shared responsibilities in implementing the SGC for better learning outcomes; and
 - e. Recognize the Schools Division Offices (SDOs) that have a combined 100-percent submission rate of the SGC Functionality Assessment Tool for the Secondary Schools and functional school governance councils, classified according to promptness of compliance on or before May 30, 2024.

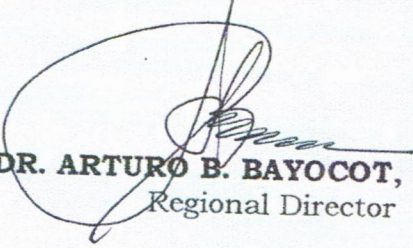


The participants of the activity are the following:

Participants	No. of Pax	Total
SBM Coordinator	1 per SDO	1x14 SDOs = 14
School principal/or SGC member (from PTA/or barangay) (please refer to attachment No. 5 for detail)	1	1x 14 SDOs= 14
	2	
		28

4. The School-Based Management (SBM) Coordinators shall fill in the name of participants in the pre-registration link (<https://forms.office.com/r/UY3ZnCSsQW>) on or before May 20-29, for accommodation and certificate of participation purposes.
5. A Virtual Pre-Work for the identified Technical Working Group (TWG) Member\ s will be conducted on May 28, at 2:30 p.m. The meeting link will be sent a day prior to the actual meeting via email or messenger. The meeting will be participated in by the identified TWG Members (See Attachment No. 2), FTAD SGC focal person, and RO ICT representative.
6. Travel and other allowable expenses shall be charged to FTAD's Training Funds while the participants, resource speakers from the SDOs, and stakeholders shall be charged to Division/school/PTA funds, whichever is applicable. Moreover, meals and accommodation of all facilitators, participants, and resource speakers, including plaques of recognition and tokens for the resource speakers, awardees, and host division shall likewise be charged to FTAD's funds, all subject to the usual accounting and auditing rules and regulations.
8. The opening program will start on June 17, 2:30 p.m. with afternoon snacks. As such, the first meal will be on the evening of June 17, and the last meal will be lunch on June 19. The participants and the TWG members are expected to arrive in the morning of June 17.
9. Attached are the following for details:
 - a. Attachment No.1- Activity Matrix
 - b. AttachmentNo.2- The Technical Working Group (TWG) Committees
 - c. Attachment No.3- Consolidated School Governance Council (SGC) Functionality Assessment Results
 - d. Attachment No. 4 -Reports on TA Provided
 - e. Attachment No. 5 -Distribution of Participants
 - f. Attachment No. 6- Booking Form
 - g. Attachment No. 7 -Presentation Guidelines

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 subject:

TRAINING PROGRAMS

RE: SGC Convergence

FTAD/lita

at No. 1 to Regional Memorandum No. 0398, s. 2024

School Governance Council (SGC) Convergence
Activity Matrix
June 17-19, 2024

June 17, 2024		
First Day		
	Activity	Facilitator/Responsible Person
2:30-2:40 p.m.	Opening Program	Canned
	Pambansang Awit	
	Prayer	
	Quality Policy	
	Recognition of Participants House Rules	Emcee
	Statement of Purpose	Dr. Edith L. Ortega Chief, Field Technical Assistance Division (FTAD)
	Intermission	Redeemer Denapo SBM/SGC Focal Person Division of Tangub City Aileen Zaballero SBM/SGC Focal Person Division of Oroquieta City
2:40-5:00 p.m.	Message	Dr. Arturo B. Bayocot, CESO III Regional Director
	Regional Updates	Lita F. Base Organization Management/ SBM/SGC Focal Field Technical Assistance Division (FTAD)

June 18, 2024		
Second Day		
8:00-8:20 a.m.	MOL	Program Committee In-charge
8:20-10:00 a.m.	Session 1. Break-out session: Presentation of SDO Reports aligned to Report 2 (Revised SGC Functionality Assessment Tool for Secondary School- Endline Data Information) Consolidated School Governance Council (SGC) Functionality Assessment Tool	Cluster 1-Small Division presenter Maricris P. Quismundo Division of El Salvador City Panelists: Chief Lorna C. Peñonal Lita Base Merites D. Rodriguez Rep. SGC member - Division of Iligan City

	Report on TA Provided Action Plan 2024-2025 (Sustainability) Good Practices via video presentation (three-minute per presenter)	Cluster 2- Medium Division Eleonor Consejo Rollan Division of Cagayan de Oro City Panelists: Chief Angelina Buaron Monica L. Tahoy Eusebio Aguanta Rep.SGC member- Division of Lanao del Norte Cluster 3-Large Division Gladys Jean D. Quijada Division of Bukidnon Panelists: Chief Edith Ortega Laurencia Llagas Berseflor Curambao Rep. SGC member – Division of Misamis Oriental
10:00 a.m.-12:00 p.m.	Session 2- Plenary Presentation Introduction of Presenter No. 1 Presentation of Best Practices	Michael T. Jamis M and E SEPS/SBM Coordinator Division of Misamis Occidental Miretes D. Rodriquez School Principal Bolinsong Integrated School Division of Misamis Occidental
12:00-1:00 p.m.	Lunch break	
1:00-2:30 p.m.	Introduction of Presenter No. 2 Presentation of Best Practices Introduction of Presenter No. 3 Presentation of Best Practice	Michael T. Jamis Monica L. Tahoy SGC Member (PTA) Bolinsong Integrated School Division of Misamis Occidental Francis Manon-og M&E EPS/Asst. SBM Coordinator Grace A. Serbo SGC Member (Barangay-LGU) St. Cruz Integrated School Division of Misamis Occidental

3:30-5:00 p.m.	Session 3. Focus Group Discussion (FGD) Cluster A: Group of SGC member PTA/barangay Cluster B: Group of School heads Cluster C: Group of SGC/SBM Focal	<i>Facilitators:</i> Cluster A: Gladys Jean D. Quijada Cluster B: Ell June S. Abucay Cluster C: Michael T. Jamis
	Presentation of Focus Group Discussion Outputs (Plenary)	Gladys Jean D. Quijada Facilitator

June 19, 2024		
Third Day		
8:00-8:20 a.m.	Preliminaries MOL	c/o Program Committee In-charge Dr. Edith Ortega FTAD, Chief
8:20-8:40 a.m.	Recap/Processing/Consolidation Next Step	
8:40 a.m.-12:00 p.m.	Closing Program	

Prepared by:

Lita F. Base
LITA F. BASE
EPS, FTAD

Recommended by:

Edith L. Ortega
EDITH L. ORTEGA
Chief, FTAD

Approved by:

Dr. Arturo B. Bayocot
DR. ARTURO B. BAYOCOT, CESO III
Regional Director

**The Technical Working Group (TWG) Committees
School Governance Council (SGC) Convergence
June 17-19, 2024**

	Task/s
1. Program Facilitation	
Chair: Danny A. Asio Members: Roselle O. Bacasnot Edelina M. Ebora	a. Manages the preliminaries and entire Programs: June 17-Preliminaries, MOL, Opening and Closing (June 17- 19) b. Identifies the Master of Ceremony per program (Opening, MOL, and Closing) c. Guides presenter/guest to their designated place. d. Takes charge of the plenary presentation/s.
2. Consolidation of SDO Video Presentation and <u>QAME</u> facilitation	
Chair: Susan Y. Cabahug Members: Philip T. Perez Wenie L. Nahial	a. Takes charge of the collection of the SDO video presentation b. Checks the functionality of the video before the presentation c. Assists the RO ICT during the actual presentation of the presenter/guest. (Ralph Simon Mabulay) d. Assists Ms. Llagas with the QAME facilitation (posting of QAME link per day)
3. Pre-Registration and Actual Attendance	
Chair: Redeemer D. Denapo Member/s: Christene Serina(FTAD)	a. Coordinates with FTAD AD-AS on the actual attendance . b. Takes charge and reviews of completeness of the Pre-Registration and attendance of the participants/speaker/presenter. c. Prepares Certificate of Appearance/Participation. d. Reconciles the number of registrants with that to the actual attendees.

	Task/s
<i>Facilitators for the Focus Group Discussion</i> Chair: Gladys Jean D. Quijada Members: Ell June S. Abucay Michael T. Jamis <i>(Secures FGD questions, mechanics and materials from Ms. Base)</i>	a. Facilitates focus group discussion per cluster: Cluster A: Group of SGC member (PTA/barangay) <i>Facilitator: Gladys Jean D. Quijada</i> Cluster B: Group of School heads <i>Facilitator: Ell June S. Abucay</i> Cluster C: Group of SBM/SGC Coordinators (as focal person) <i>Facilitator: Michael T. Jamis</i> b. Facilitates the presentation of outputs per cluster in the plenary. c. Collects the presentation of FGD in soft copy and give to RO ICT
<i>5. Documenter/ Minutes of the Activity</i>	<i>Template</i>
Chair Maricris P. Quismundo Members: Eleanor Consejo H. Rollan Aileen Zaballero	a. Prepares documentation and progress per session. b. Coordinates with Ms. Base for the template of the Minutes of the Activity. c. Collects reports/relevant documents/feedback from each of the facilitators per session. d. Submits Minutes of the Activity 4 days after to Mrs. Base.
6. Activity Program	
Chair: Ivy T. Jumawan Member/s:	Designs, prepares layout, and prints final program.



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Division of _____
 Consolidated School Governance Council (SGC) Functionality Assessment Tool
 As of _____

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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 REGION X - NORTHERN MINDANAO

Division of _____
Report on TA Provided

As of _____

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



Distribution of Participants

Division	SBM/SGC Coordinator	School Head	SGC member (PTA)	SGC member (Barangay)	Total
1. Bukidnon	1	x	1	x	2
2. Camiguin	1	1	x	x	2
3. Lanao del Norte	1	x	x	1	2
4. Mis. Occidental	1	1	x	x	2
5. Mis. Oriental	1	x	1	x	2
6. Cagayan de Oro	1	1	x	x	2
7. El Salvador	1	x	1	x	2
8. Gingoog	1	1	x	x	2
9. Iligan	1	x	x	1	2
10. Malaybalay	1	x	1	x	2
11. Oroquieta	1	x	x	1	2
12. Ozamiz	1	x	1	x	2
13. Tangub	1	x	x	1	2
14. Valencia	1	1	x	x	2
Total	14	5	5	4	28

School Governance Council (SGC) Convergence

BOOKING FORM

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

<i>Name of Participant</i>	
<i>Contact Number</i>	
<i>Schools Division Office</i>	
<i>Expected Dates:</i>	
<i> Date and Time of Arrival</i>	
<i> Date and Time of Departure</i>	
<i>Signature</i>	

Presentation Guidelines

A. For the SDO presenter (to represent small, medium, and large SDOs)

1. There will be one divisional presenter for each small, medium, and large Division (ppt). The divisional presenter is pre-assigned.
2. The presentation and discussion will focus on the Consolidated School Governance Council (SGC) Functionality Assessment Results based on Report 2 (CO link), Report on TA Provided during the divisional SGC rollout using the attached prescribed templates and Action Plan for implementation sustainability.
3. There shall be a three-minute video presentation to showcase good practices (including initiatives strategies/interventions with pictures, interviews, and others to add substance in the presentation) during the divisional rollout.

Note: All Schools Division Offices (SDOs) and the divisional presenters are expected to submit the following to the Regional Office (RO) not later than June 10: all required reports, including the **certification** of the total number of schools in the accomplishment of the SGC Functionality Assessment tool aligned with Report 2 of the Central Office Report and the list of schools identifying each school (functional and Non-functional SGC). Thus, it is expected that all SDOs will update the link at deped10.com/r10sgc for backup.

B. For the school-head/SGC member presenter (School Division of Misamis Occidental)

1. The presentation and discussion of the school-head/SGC member will focus on the school salient fact/s/Information, identified needs, and best practices strategies/interventions during the rollout and in responding to challenges encountered (considering their context/or role). It must be supported by a two-minute video presentation.
2. The video presentation must be substantive/valuable, persuasive, and creative to encourage the audience's interest to increase the advocacy of the implementation and continuous improvement in the implementation. It must be supported by pictures, data/graphics, interviews, and others showcasing the best practices of the school SGC (context).

Note: The concerned divisions must give technical assistance/support to the schools for best presentation, appreciation, and effective delivery in terms of the following: PowerPoint, video, and brochure (2 per schools - for RO submission) of each identified school for advocacy purposes).