



Republic of the Philippines
Department of Education

DIGOS CITY DIVISION

Office of the Schools Division Superintendent

OFFICE MEMORANDUM

SGOD-2022- 009

To : **Cherrie Anne B. Bohol**
EPS, SGOD

Subject : **ORIENTATION AND CAPACITY BUILDING WORKSHOP ON THE IMPLEMENTATION GUIDELINES ON THE ESTABLISHMENT OF SCHOOL GOVERNANCE COUNCIL**

Date : November 15, 2022

In reference to Regional Memorandum FTAD-2022-029 dated November 7, 2022, this office informs the field on the Orientation and Capacity Building Workshop on the Implementing Guidelines on the Establishment of School Governance Council (SGC) which will be conducted on **December 1-7, 2022** at the **NEAP NCR, Marikina City, Metro Manila**.

This activity aims to strengthen the implementation of DepEd Order 26 s. 2022 or the Implementing Guidelines on the Establishment of SGC.

Anent to this, this office hereby directs **Cherrie Anne B. Bohol** to attend the said activity on **December 5-6, 2022** at the aforementioned venue.

Other important details are in the attached memorandum.

Travel and other expenses incurred in this activity shall be charged against local funds subject to the usual accounting and auditing rules and regulations.

Immediate dissemination of this Memorandum is desired.

For and in the absence of the
Schools Division Superintendent

DepEd Schools Division of Digos City
RECORDS SECTION

RELEASED
22-97510

DATE: NOV 16 2022 TIME: 12:05 am

BY: [Signature]
Enclosed: As stated.
SGOD/cab

BEVERLY S. DAUGDAUG, EdD

Chief- Curriculum Implementation Division
Officer-In-Charge [Signature]



Address: Roxas cor. Lopez Jaena Street, Zone II, Digos City (8002)
Telephone Nos.: (082) 553-8375; (082) 553-8396



Republic of the Philippines
Department of Education
DAVAO REGION

Schools Division Office
RECORDS SECTION

RECEIVED
08 NOV 2022
TIME: 10:09
92510

Office of the Regional Director

REGIONAL MEMORANDUM
FTAD-2022-029

To : All Schools Division Superintendents
Chief, Field Technical Assistance Division

Subject: ORIENTATION AND CAPACITY BUILDING WORKSHOP ON THE
IMPLEMENTATION GUIDELINES ON THE ESTABLISHMENT
OF SCHOOL GOVERNANCE COUNCIL

Date : November 7, 2022

Attached is the Memorandum DM-OUHROD-2022-0291 on the **Advisory on the Orientation and Capacity Building Workshop on the Implementing Guidelines on the Establishment of School Governance Council (SGC)** which will be conducted on **December 1-7, 2022**, at the NEAP NCR, Marikina City, Metro Manila. This activity aims to strengthen the implementation of DepEd Order 26, s. 2022 or the *Implementing Guidelines on the Establishment of School Governance Council (SGC)*.

The participants and dates of their participation are as follows:

No	Name	Designation	Division	Date
1	Aris B. Juanillo	Chief ES	ROXI-FTAD	December 5-6, 2022
2	Elenita L. Bernales	SDO SBM Coordinator	Davao Occidental	
3	Jessie P. Sajol	SDO SBM Coordinator	Davao del Sur	
✓ 4	Cherrie B. Bohol	SDO SBM Coordinator	Digos City	
5	Maria Luz M. Tan	SDO SBM Coordinator	Davao City	
6	Francisca R. Padlan	SDO SBM Coordinator	Tagum City	
7	Keren T. Luma	SDO SBM Coordinator	Panabo City	
8	Allan Limbadan	SDO SBM Coordinator	Davao Oriental	
9	Marnelyjane Bernal	SDO SBM Coordinator	Davao de Oro	
10	Cristopher Gonzales	SDO SBM Coordinator	Davao del Norte	
11	Liezel C. Padua	SDO SBM Coordinator	Mati City	
12	Ma. Victoria Dumdum	SDO SBM Coordinator	Samal City	
13	Ramel M. Pilo	Chief, SGOD/ Speaker	Davao del Norte	December 1-7, 2022
✓ 14	Basilio P. Mana-ay Jr.	ASDS/ Speaker	Digos City	



Address: F. Torres St., Davao City (8000)
Telephone Nos.: (082) 291-1665; (082) 221-6147

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Republic of the Philippines
Department of Education
DAVAO REGION

Office of the Regional Director

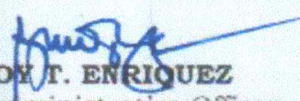
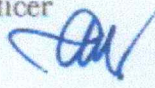
Participants are advised to confirm their attendance through this link:
bit.ly/2022_SGCTool-Attendance on or before **November 21, 2022**.

Other important details are in the enclosures.

Travel and other expenses incurred in this activity shall be charged against local funds subject to the usual accounting and auditing rules and regulations.

Immediate dissemination of this Memorandum to the concerned is desired.

By the Authority of the Regional Director:


ROY T. ENRIQUEZ
Chief Administrative Officer
Officer-In-Charge 

Enclosed: As Stated.

ROF2/rsm

DEPARTMENT OF EDUCATION ROXI
RECORDS SECTION
RELEASED

By: 10203
Date: Nov. 8, 2022



Address: F. Torres St., Davao City (8000)
Telephone Nos.: (082) 291-1665; (082) 221-6147

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Republika ng Pilipinas

Department of Education

OFFICE OF THE UNDERSECRETARY

HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT,
NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES, AND
TEACHER EDUCATION COUNCIL SECRETARIAT

MEMORANDUM

DM-OUHROD-2022-0291

TO : REGIONAL DIRECTORS
SCHOOLS DIVISION SUPERINTENDENTS
ALL OTHERS CONCERNED

FROM : *[Signature]* **GLORIA JUMAMIL-MERCADO**
Undersecretary for Human Resource and Organizational Development,
National Educators Academy of the Philippines, and
Teacher Education Council Secretariat

SUBJECT : **ADVISORY ON THE ORIENTATION AND CAPACITY BUILDING
WORKSHOP ON THE IMPLEMENTING GUIDELINES ON THE
ESTABLISHMENT OF SCHOOL GOVERNANCE COUNCIL (SGC)**

DATE : 26 October 2022

22-9825
02 NOV 2022
[Signature]

With reference to **DM-OUHROD-2022-0110** *Orientation and Capacity Building Workshop on the Implementing Guidelines on the Establishment of School Governance Council (SGC)*, please be advised of the following changes:

1. The Orientation and Capacity Building Workshop on SGC will now focus on providing Technical Assistance to Regional and **Division School-Based Management (SBM) Coordinators** regarding the SGC Functionality Assessment Tool. The activity shall be referred as SGC Functionality Assessment Tool Capacity Building Workshop. For the Program Design, kindly refer to the attached *Annex A*.
2. The SGC Functionality Assessment Tool Capacity Building Workshop will be held in three (3) Batches. For the specific details, kindly refer to the table below:

BATCH	REGION	DATE	VENUE
1	I, II, IV-B, V, CAR, CARAGA	December 1-2, 2022	NEAP Marikina
2	VI, VIII, IX, X, XI, XII	December 5-6, 2022	NEAP Marikina
3	III, IV-A, NCR, VII	December 6-7, 2022	NEAP Marikina

3. This activity shall be participated by the FTAD Chief and/or SBM Coordinator from the Regional Office and ALL SDO SBM Coordinators.
4. For travel expenses, please be guided of the following arrangements:

PARTICIPANTS	WHERE TO CHARGE THE TRAVEL EXPENSES
Management Staff and Resource Speakers	BHROD-SED GASS Fund with activity code: AC-22-BHROD-SED-GASS-018
RO and SDO Participants	Respective local funds

All expenses are subject to the usual accounting and auditing rules and regulations.

5. **FOR BATCH 1 PARTICIPANTS**, kindly refer to the following board and lodging and meal arrangement:

BATCH 1						
Date	Breakfast	AM Snack	Lunch	PM Snack	Dinner	Board and Lodging
Dec. 1		✓	✓	✓	✓	✓
Dec. 2	✓	✓	✓	✓	✓	✓
Dec. 3	✓	✓	✓			

- The workshop will start on December 2, 2022 at 1:00 PM and will end on December 2, 2022 at 3:00 PM.
- Batch 1 Participants may already check-in at the venue on December 1, 2022 at 9:00 AM (first meal is snack); Check-out is on December 3, 2022 at 12:00 NN (last meal is lunch).

6. **FOR BATCH 2 PARTICIPANTS**, kindly refer to the following board and lodging and meal arrangement:

BATCH 1						
Date	Breakfast	AM Snack	Lunch	PM Snack	Dinner	Board and Lodging
Dec. 4				✓	✓	✓
Dec. 5	✓	✓	✓	✓	✓	✓
Dec. 6	✓	✓	✓			

- The workshop will start on December 5, 2022 at 8:00 AM and will end on December 6, 2022 at 11:00 AM.
- Batch 1 Participants may already check-in at the venue on December 4, 2022 at 2:00 PM (first meal is snack); Check-out is on December 6, 2022 at 12:00 NN (last meal is lunch).

7. **FOR BATCH 3 PARTICIPANTS**, kindly refer to the following board and lodging and meal arrangement:

BATCH 2						
Date	Breakfast	AM Snack	Lunch	PM Snack	Dinner	Board and Lodging
Dec. 6			✓	✓	✓	✓

Dec. 7	✓	✓	✓	✓	✓	✓
Dec. 8	✓	✓	✓			

- The workshop will start on December 6, 2022 at 1:00 PM and will end on December 7, 2022 at 3:00 PM.
- Batch 2 Participants shall check-in at the venue on December 6, 2022 at 12:00 NN (first meal is lunch); Participants may check-out on December 8, 2022 at 12:00
- NN (last meal is lunch).

Kindly confirm your attendance through this link: bit.ly/2022_SGCTool-Attendance on or before **November 21, 2022**.

For other concerns, kindly coordinate with Ms. Marian M. Efondo of BHROD-SED at bhrod.sed@deped.gov.ph or call (02) 8633-5397.

[BHROD-SED/Efondo]

SGC FUNCTIONALITY ASSESSMENT TOOL CAPACITY BUILDING WORKSHOP

PROGRAM DESIGN

BATCH 1: December 1-2, 2022

Participants: Region I, II, IV-B, V, CAR, CARAGA

TIME		ACTIVITY
START	END	
Day 1 – December 1, 2022 (Thursday)		
9:00 AM	11:30 AM	Arrival of Management Team and Participants Check in at the venue Snack – First Meal
11:30 AM	1:00 PM	Registration and Lunch
1:00 PM	1:45 PM	Preliminaries
		National Anthem and Prayer
		House Norms and Reminders
		Recognition of Participants
		Welcome Remarks
		Photo Opportunity
1:45 PM	2:00 PM	Program Proper
		Objectives of the workshop
		Discussion of Program Flow
		Groupings
2:00 PM	2:30 PM	Activity 1: Context and Background
2:30 PM	2:45 PM	BREAK
2:45 PM	5:00 PM	Activity 2: Status Updates
Day 2 December 2, 2022 (Friday)		
8:00 AM	8:15 AM	PRELIMINARIES
8:15 AM	10:15 AM	Activity 3: Discussion of Challenges per Governance Level
10:15 AM	10:30 AM	BREAK
10:30 AM	12:00 NN	Activity 4: Mitigation and Contingency Plan
12:00 NN	1:00 PM	BREAK
1:00 PM	1:30 PM	Activity 5: Discussion of Timeline for 2023
1:30 PM	3:00 PM	Activity 6: Development of Action Plan for 2023
3:00 PM		CLOSING

BATCH 2 – December 5-6, 2022

Participants: Region VI, VIII, IX, X, XI, XII

TIME		ACTIVITY
START	END	
Day 0 – December 4, 2022 (Sunday)		
2:00 PM		Arrival of Management Team and Participants Check in at the venue Snack – First Meal
6:00 PM		Dinner
Day 1 – December 5, 2022 (Monday)		
7:30 AM	8:00AM	Registration
8:00 AM	8:45 AM	Preliminaries
		National Anthem and Prayer
		House Norms and Reminders
		Recognition of Participants
		Welcome Remarks
		Photo Opportunity
8:45 AM	9:00 AM	Program Proper
		Objectives of the workshop
		Discussion of Program Flow
		Groupings
9:00 AM	9:30 AM	Activity 1: Context and Background
9:30 AM	9:45 AM	BREAK
9:45 AM	12:00 NN	Activity 2: Status Updates
12:00 NN	1:00 PM	BREAK
1:00 PM	3:00 PM	Activity 3: Discussion of Challenges per Governance Level
3:00 PM	3:15 PM	BREAK
3:15	5:00 PM	Activity 4: Mitigation and Contingency Plan
Day 2 December 6, 2022 (Tuesday)		
8:00 AM	8:30 AM	Preliminaries
8:30 AM	9:00 AM	Activity 5: Discussion of Timeline for 2023
9:00 AM	10:30 AM	Activity 6: Development of Action Plan for 2023
10:30 AM	11:00 AM	CLOSING

BATCH 3 – December 6-7, 2022
Participants: Region III, IV-A, NCR, VII

TIME		ACTIVITY
START	END	
Day 1 – December 6, 2022 (Tuesday)		
11:30 AM	1:00 PM	Registration and Lunch
1:00 PM	1:45 PM	Preliminaries
		National Anthem and Prayer
		House Norms and Reminders
		Recognition of Participants
		Welcome Remarks
		Photo Opportunity
1:45 PM	2:00 PM	Program Proper
		Objectives of the workshop
		Discussion of Program Flow
		Groupings
2:00 PM	2:30 PM	Activity 1: Context and Background
2:30 PM	2:45 PM	BREAK
2:45 PM	5:00 PM	Activity 2: Status Updates
Day 2 December 7, 2022 (Wednesday)		
8:00 AM	8:15 AM	PRELIMINARIES
8:15 AM	10:15 AM	Activity 3: Discussion of Challenges per Governance Level
10:15 AM	10:30 AM	BREAK
10:30 AM	12:00 NN	Activity 4: Mitigation and Contingency Plan
12:00 NN	1:00 PM	BREAK
1:00 PM	1:30 PM	Activity 5: Discussion of Timeline for 2023
1:30 PM	3:00 PM	Activity 6: Development of Action Plan for 2023
3:00 PM		CLOSING



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HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT,
NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES,
TEACHER EDUCATION COUNCIL SECRETARIAT, AND
DEPED EMPLOYEES' ASSOCIATIONS COORDINATING OFFICE

MEMORANDUM

DM-OUHROD-2022-010

TO : **REGIONAL DIRECTORS
SCHOOLS DIVISION SUPERINTENDENTS
ALL OTHERS CONCERNED**

FROM : 
GLORIA JUMAMIL-MERCADO
*Undersecretary for Human Resource and Organizational Development,
National Educators Academy of the Philippines,
Teacher Education Council Secretariat, and
DepEd Employees' Associations Coordinating Office*

SUBJECT : **ORIENTATION AND CAPACITY BUILDING WORKSHOP ON THE
IMPLEMENTING GUIDELINES ON THE ESTABLISHMENT OF
SCHOOL GOVERNANCE COUNCIL (SGC)**

DATE : 28 September 2022

The Republic Act No. 9155, otherwise known as the *Governance of Basic Education Act of 2001*, decentralizes the system of school management. Guided by the principle of shared governance, a participative approach in decision-making is embodied through the implementation of the School-Based Management (SBM). As a support to SBM and to provide a space where the school and its stakeholders can convene and collaborate to address school concerns and help improve school performance, **DepEd Order 26 s. 2022** or the *Implementing Guidelines on the Establishment of School Governance Council (SGC)* was issued in June 2022.

The SGC is a mechanism to foster community engagement and build strategic partnership within the school system. It is a venue for parents, learners, teaching and non-teaching personnel, internal and external stakeholders, and the school head to work together towards continuously improving learning outcomes.

To strengthen the implementation of the policy, the **Bureau of Human Resource and Organizational Development – School Effectiveness Division (BHROD-SED)** shall conduct an orientation and capacity building workshop regarding the newly released policy on **October 24-27, 2022 at Greenleaf Hotel, General Santos City**. (For the complete details, kindly refer to Annexes A and B.)

With this, we would like to request for the **attendance of select staff from your respective offices to participate as part of the pool of resource speakers** for

this undertaking. They have been involved in the series of consultation workshops that we have conducted in developing the mentioned policy. Their participation will surely contribute to the success of the activity.

For administrative concerns, please take note of the following:

1. The workshop will start at 8:00 AM on 25 October 2022 and will end at 4:00 PM on 27 October 2022.
2. Check-in is at 2:00 PM on 24 October 2022 (first meal is dinner); check-out is at 12:00 NN on 28 October 2022 (last meal is breakfast).
3. For travel expenses, please be guided by the following arrangements:

PARTICIPANTS	FUND SOURCE OF TRAVEL EXPENSES
Management Staff and Resource Speakers	BHROD-SED GASS Fund with activity code: AC-22-BHROD-SED-GASS-018
RO and SDO SBM Coordinators	Respective local funds
Schools	BHROD-SED GASS Fund with activity code: AC-22-BHROD-SED-GASS-018

4. All expenses are subject to the usual accounting and auditing rules and regulations.
5. Kindly confirm your attendance through this link: bit.ly/2022_SGC-Attendance on or before **October 17, 2022**.

For other concerns, please coordinate with **Ms. Marian M. Efondo** of BHROD-SED through email at bhrod.sed@deped.gov.ph or telephone no. (02)8633-5397.

Thank you very much.

Enclosures:

1. *Annex A: List of Participants and Resource Speakers*
2. *Annex B: Program Design*

[BHROD-SED/Efondo]

**Department of Education
Bureau of Human Resource and Organizational Development
School Effectiveness Division**

**ORIENTATION AND CAPACITY BUILDING WORKSHOP ON THE
IMPLEMENTING GUIDELINES ON THE ESTABLISHMENT OF SGC**

List of Participants

FIELD PARTICIPANTS	DESIGNATION	NUMBER OF PARTICIPANTS
Region I	RO SBM Coordinator	1
	SDO SBM Coordinator	7
Region II	RO SBM Coordinator	1
	SDO SBM Coordinator	8
Region III	RO SBM Coordinator	1
	SDO SBM Coordinator	8
Region IV-A	RO SBM Coordinator	1
	SDO SBM Coordinator	8
Region IV-B	RO SBM Coordinator	1
	SDO SBM Coordinator	10
Region V	RO SBM Coordinator	1
	SDO SBM Coordinator	10
Region VI	RO SBM Coordinator	1
	SDO SBM Coordinator	7
Region VII	RO SBM Coordinator	1
	SDO SBM Coordinator	8
Region VIII	RO SBM Coordinator	1
	SDO SBM Coordinator	8
Region IX	RO SBM Coordinator	1
	SDO SBM Coordinator	10
Region X	RO SBM Coordinator	1
	SDO SBM Coordinator	7
Region XI	RO SBM Coordinator	1
	SDO SBM Coordinator	7
Region XII	RO SBM Coordinator	1
	SDO SBM Coordinator	7
CARAGA	RO SBM Coordinator	1
	SDO SBM Coordinator	10
CAR	RO SBM Coordinator	1
	SDO SBM Coordinator	10
NCR	RO SBM Coordinator	1
	SDO SBM Coordinator	7

List of Resource Speakers

NAME	POSITION/DESIGNATION	SDO/AFFILIATION
Edgar M. Briñas	Education Program Specialist II	SDO Tanauan City, RO IV-A
Edna V. Bañaga	Principal IV	San Francisco High School, SDO Quezon City, NCR
Lou Sabrina S. Ongkiko	Master Teacher I	Culiat Elementary School, SDO Quezon City, NCR
Marco Meduranda	Education Program Supervisor	SDO Navotas City, NCR
Basilio P. Mana-ay, Jr.	Assistant Schools Division Superintendent	SDO Digos City, RO XI
Ramel M. Pilo	Chief Education Supervisor	SDO Davao del Norte, RO XI
Maria Cristina Robles	Former School Head of Navotas National High School	

**ORIENTATION AND CAPACITY BUILDING WORKSHOP ON THE
IMPLEMENTING GUIDELINES ON THE ESTABLISHMENT OF SGC**

October 24-28, 2022

Greenleaf Hotel, General Santos City

Program Design

TIME		ACTIVITY
START	END	
Day 0 - October 24, 2022 (Monday)		
2:00 PM		Arrival of Management Team and Participants Check in at the venue
6:00 PM		Dinner (first meal)
Day 1 - October 25, 2022 (Tuesday)		
8:00 AM	9:00AM	Preliminaries
		National Anthem and Prayer
		House Norms and Reminders
		Recognition of Participants
		Welcome Remarks
		Photo Opportunity
9:00 AM	9:30 AM	Program Proper
		Objectives of the Workshop
		Discussion of Program Flow
		Groupings
9:30 AM	10:30 AM	Workshop Activity 1: Context and Background
		Discussion on RA 9155 and related policies Principle of Shared Governance SBM as the face of Shared Governance in schools Stakeholder Engagement
10:00 AM	12:00 PM	Workshop Activity 2: Stronger SBM through a functional SGC
		Purpose and Functions of SGC Functionality Indicators of SGC
		Talk -How SGC strengthens the school system
12:00 PM	1:30 PM	LUNCH BREAK
1:30 PM	3:30 PM	Workshop Activity 3: Structure and Composition
		Members: Internal and External Stakeholders Structure Roles and Responsibilities
		Talk -How to Invite and Involve Stakeholders

3:30 PM	3:45 PM	COFFEE BREAK
3:45 PM	5:00 PM	Workshop Activity 4: Implementation
		Organization of SGC: New and Existing SGCs Operations and Limitations
Day 2 - October 26, 2022 (Wednesday)		
8:30 AM	9:00 AM	Preliminaries
9:00 AM	10:00 AM	Talk - SGC in Action
10:00 AM	10:15 AM	BREAK
10:15 AM	12:00 PM	Workshop Activity 5: Goal
		Goal and Objectives of SGC
		Talk - Empowered Schools Empower Stakeholders
12:00 PM	1:30 PM	LUNCH BREAK
1:30 PM	4:30 PM	Workshop Activity 6: Roles of the Governance Levels
		Roles of the Different Governance Levels in the Policy Implementation (Central Office, Regional Office, Schools Division Office, Schools)
DAY 3 - October 27, 2022 (Thursday)		
9:00 AM	9:30 AM	Preliminaries
9:30 AM	12:00:00 PM	Workshop Activity 7: SGC as DLI 6.3
12:00PM	1:00 PM	LUNCH BREAK
1:00PM	4:00 PM	Workshop Activity 7: Action Plan
Day 4 - October 28, 2022 (Friday)		
6: 30 AM		Breakfast (last meal to be served)
12:00 NN		Checkout at the venue