



Republic of the Philippines  
**Department of Education**

Region I

**SCHOOLS DIVISION OFFICE OF ALAMINOS CITY**

**From the Office of the Schools Division Superintendent**

**DIVISION MEMORANDUM**

**DM-2022- 389**

TO : Assistant Schools Division Superintendent - [Signature]  
Chief, Curriculum Implementation Division (CID)  
Chief, School Governance and Operations Division (SGOD) [Signature]  
School Heads of Public Secondary Schools  
All Others Concerned

SUBJECT : **ROLL-OUT OF THE SCHOOL GOVERNANCE COUNCIL (SGC) FUNCTIONLITY ASSESSMENT TOOL FOR SECONDARY SCHOOLS**

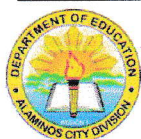
FROM : Office of the Schools Division Superintendent

DATE : October 7, 2022

SDO ALAMINOS RELEASED 2022-10-07 RECORDS UNIT

1. Pursuant to Republic Act (RA) No. 9155 known as the Governance of Basis Act of 2001, the Department of Education issues the Implementing Guidelines on the Establishment of School Governance Council (SGC) as stipulated in DepEd Order No. 26, s. 2022. This policy aims to recognize and strengthen the role of stakeholders, alongside Local Government Units (LGUs), as partners in providing learners accessible and quality education, upholding children's right, and promoting respect and well-being in the learning environment to ensure effective education service delivery. The SGC shall function as a structure for shared governance and a feedback mechanism at the school level.
2. Relative to this, the SDO shall conduct initial roll-out on SGC Functionality Assessment Tool for public secondary schools. Likewise, the SDO shall validate and verify the data submitted by the SGCs. The SDO validating team shall be composed of:  
Chairman – Rosario O. Cabrera, Assistant Division Superintendent  
Members - Arturo R. Viray, EdD, Chief, SGOD  
Benedicta B. Santos, DEPS -AP  
Leomar C. Abarra, SEPS- SMME with SMN  
Mario D. Rantayo, EPS II  
Charlene M. Ferrer, ADAS VI
3. For the timeline of the activities on roll-out, data collection, and report generation tool, refer to the table:

***With hundred reasons to serve!***



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Date	Activity	To be accomplished by
October 7 – November 11	Roll-out of SGC Functionality Assessment Tool	SGCs in Public Secondary Schools
October 14 – November 24	SDO Validation	SDO Composite Team
November 25	Submission of Enclosure No. 3 – SDO Summary of Validated Data	SDO Composite Team

- The given Google Form Link shall be accomplished by all SDO-Alaminos City public secondary school via the SGCs: [https://bit.ly/2022SGCTool\\_R1-SDOAC](https://bit.ly/2022SGCTool_R1-SDOAC).
- In view of the foregoing, the following enclosed documents are issued for guidance and reference through this link: <https://tinyurl.com/SGCAssessmentTool>.

**Enclosure No. 1** – SGC Functionality Assessment Tool (for reference)

**Enclosure No. 2** – Process Flow of the Data Collection and Report Generation of the SGC Functionality Assessment Tool

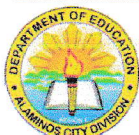
**Enclosure No. 3** – SDO Summary of Validated Data

**DepEd Order No. 026, s. 2022** – Implementing Guidelines on the Establishment of School Governance Council

- For information, widest dissemination, and strict compliance.

  
**LORNA G. BUGAYONG PhD, CESO V**  
*Schools Division Superintendent*

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