



Republic of the Philippines
Department of Education
REGION X – NORTHERN MINDANAO
SCHOOLS DIVISION OF MISAMIS ORIENTAL

Office of the Schools Division Superintendent

August 30, 2023

DIVISION UNNUMBERED MEMORANDUM

TRAVEL MEMORANDUM

To: **MARIA TERESA M. ABSIN, PhD, SGOD CHIEF**
DANNY A. ASIO, SEPS-SMME
JOSEPHINE D. LABARES, OIC SEPS
FE D. ARANCON, SCHOOL HEAD
IMELDA C. EMANO, SCHOOL HEAD

1. Pursuant to Regional Memorandum No. 0461, s, 2023, re: **CHANGE IN REGIONAL MEMORANDUM NO. 0435 S, 2023** ("Progress Monitoring in the Implementation of a Functional School Governance Council (SGC)" and Division Travel Memorandum dated August 14, 2023, **the above personnel are hereby advised on the change of schedule from August 29-31, 2023 to September 04-06, 2023** at the National Education Academy of the Phils. (NEAP) Region X, Lapasan, Cagayan de Oro City.
2. All other provisions in the previous memorandum shall remain in effect.
3. Attached to this memorandum is Regional Memorandum No. 0461, s, 2023 for reference.
4. This office directs the immediate and wide dissemination of this Memorandum.


EDILBERTO L. OPLENARIA, EdD, CESO V
Schools Division Superintendent 

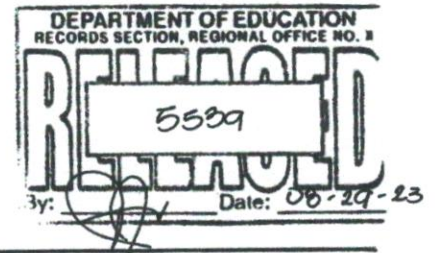
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Republic of the Philippines
Department of Education
 REGION X – NORTHERN MINDANAO



August 25, 2023

REGIONAL MEMORANDUM
 No. 0461, s. 2023

CHANGE IN REGIONAL MEMORANDUM NO. 0435, S. 2023
 (PROGRESS MONITORING IN THE IMPLEMENTATION
 OF A FUNCTIONAL SCHOOL GOVERNANCE COUNCIL)

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

1. The new schedule of the **Progress Monitoring in the Implementation of a Functional School Governance Council (SGC)** at the National Educators' Academy of the Philippines (NEAP) is as follows:

From	To
August 29-31, 2023	September 4-6, 2023

2. All other provisions in the previous Memorandum shall remain in effect.
3. 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:

MONITORING SGC

FTAD/lita



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Republic of the Philippines
Department of Education
REGION X – NORTHERN MINDANAO
SCHOOLS DIVISION OF MISAMIS ORIENTAL

Office of the Schools Division Superintendent

August 14, 2023

DIVISION UNNUMBERED MEMORANDUM

TRAVEL MEMORANDUM

To: **MARIA TERESA M. ABSIN, PhD, SGOD CHIEF**
DANNY A. ASIO, SEPS-SMME
JOSEPHINE D. LABARES, OIC SEPS
FE D. ARANCON, SCHOOL HEAD
IMELDA C. EMANO

1. In consonance with Regional Memorandum no. 0435, s 2023 dated August 8, 2023, re: **“Progress Monitoring in the Implementation of a Functional School Governance Council (SGC)”** and DepEd Order No. 026, s. 2023 re: **“Implementing Guidelines on the Establishment of School Governance Council”**, you are hereby advised to join the capability building workshop at the National Education Academy of the Phils. (NEAP) Region X, Lapasan, Cagayan de Oro City, on August 29-31, 2023.

2. The activity aims to;

- a. update the status of the implementation of the SGC based on the Functionality Assessment Tool results per Schools Division Offices
- b. assess divisional reports on Technical Assistance 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;
- d. discuss School Based Management Planning Documents (SIP, AIP, SRC and others) that align with the MATATAG Agenda;
- e. conduct 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.



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SCHOOLS DIVISION OF MISAMIS ORIENTAL

3. The participants of this activity are the Division SBM Coordinator, SGC Composite members and Elementary and Secondary School Heads.
4. Furthermore participants are reminded of the following:
 - a. to fill in the attached booking form for accommodation purposes
 - b. to bring laptop, extension wire, and pocket WIFI for hands-on exercises
5. The School Based Management Coordinators shall present the Divisions' initial consolidated SGC Functionality Assessment Results, Reports on TA Provided, and SDO issues and concerns during the divisions' SGC orientations using the attached templates with reference to RM 44, s. 2023.
6. The opening program will be on August 29, at 1:00 pm. Food service will begin on the same day with afternoon snacks until August 31, with lunch as the last meal.
7. Attached is the Activity Matrix for ready reference.
8. Travel, meals, and other expenses are chargeable against Local/Division Funds subject to the usual accounting and auditing, rules, and regulations.
9. For your information, guidance, and compliance.


EDILBERTO L. OPLENARIA, EdD, CESO V
Schools Division Superintendent 

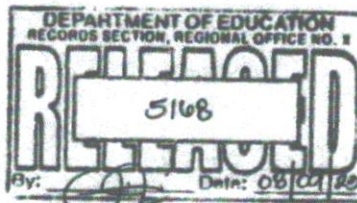
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Republic of the Philippines
Department of Education
REGION X - NORTHERN MINDANAO



August 8, 2023

REGIONAL MEMORANDUM
No. 0435, s. 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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NIÑO JOMAR S. CABLAY
Administrative Officer IV

- 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	Danny 1 per SDO	14
SGC Composite members	Terry Jo Labares 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)	Fe D. Aran Con 2 per SDO	14 x 2=28 0917 1N 8090
	Imelda C. Encantado	0915 93 20 308
		70

4. Furthermore, the participants are reminded of the following:

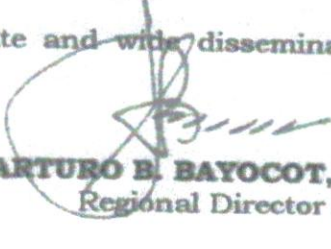
- a. To fill in the attached booking form on or before August 15 for accommodation purposes, and
 - b. To bring a laptop, extension wire, and pocket WI-FI for hands-on exercises.
5. A virtual pre-work for the identified Technical Working Groups (TWGs) will be conducted on August 25, at 2:00 p.m. The 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 TECHNUICAL 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.	<p>Activity 1. SDOs' Presentation of the following: (Reports must be official.)</p> <ul style="list-style-type: none"> 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). 	<p>Three (3) members from the SDO SGC Composite team shall take turns in reporting.</p>


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. <i>Discussion of the Tool</i> 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. <i>Discussion of Report No. 1</i> Hands-on Exercise on Report No. 1	
3:01-5:00 p.m.	Activity 5. <i>Discussion of Report No. 2</i> Hands-on Exercise on Report No. 2 Activity 6. <i>Discussion of Report No. 3</i> Hands-on Exercise on Report No. 3 Activity 7. <i>Discussion of Report No. 4</i> 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	Danny A. Asio Wenie Nahial Facilitators El June S. Abucay Gladys Quijada Facilitators Laurencia Lligas QAD, Education Program Supervisor
	QAME	
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

Attachment No. 2 to Regional Memorandum No. 0485, s. 2023

Technical Working Committees	
Facilitators (Outputs: SWOT and Action Plan)	Chair: Ms Gladys Quijada Members: Mr. Eli June S. Abucay Mr. Darryl A. Asio Mr. Wenie H. Nahial
Minutes of the Activity with captured issues and concerns	Chair: Ms. Edelina Eborá 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 Liagas	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-PTAD-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						
	Elementary	Secondary	Integrated		Functional SGC		Non-Functional		Average		
					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

Doc. Reference Code		
ROX - FTAD-ORM-F-2023-002		
Rev	Effective	Page
00	4/3/23	1 out 1

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



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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.