



Republic of the Philippines  
**Department of Education**  
REGION VII – CENTRAL VISAYAS  
DIVISION OF CITY SCHOOLS – CITY OF TAGBILARAN

**Office of the Schools Division  
Superintendent**

DIVISION MEMORANDUM

No. **370** , s. 2022

October 10, 2022

**DIVISION ROLL OUT ON THE SCHOOL GOVERNING COUNCIL (SGC)  
FUNCTIONALITY TOOL**

To: All Public Elementary & Secondary School Principals  
Head Teachers of the following Secondary Schools : DCPNHS, Manga NHS,  
Mansasa NHS, San Isidro NHS, Tagbilaran City Science HS, and Cogon High  
School Evening Class  
Education Program Supervisor – SGOD, SEPs & EPS M & E  
All Others Concerned

1. The Department of Education issues the Implementing Guidelines on the Establishment of School Governance Councils (SGC) in accordance with Republic Act (RA) No. 9155, also known as the Governance of Basic Education Act of 2001. This policy seeks to recognize and strengthen the role of school stakeholders as partners in providing learners with accessible and quality education, protecting children's rights, and promoting respect and well-being in the learning environment. This is to ensure that effective education service delivery will happen. The SGC will serve as a shared governance structure and a feedback mechanism at the school level.

2. To support the implementation of the policy, the Bureau of Human Resource and Organizational Development – School Effectiveness Division (HROD-SED) developed a tool that will assess SGCs functionality using the indicators provided in the mentioned policy. The procedures and processes outlined in this DepEd Order are intended to help all public elementary and secondary schools establish their respective School Governance Councils. The SGC shall serve as the overall coordinating body for all committees, associations, and organizations in their schools, translating the principle of shared governance enshrined in RA 9155 and contributing to the strengthening of School-Based Management implementation. The data gathered shall be used as baseline information in identifying priority of areas that may need support and assistance from the different governance level.

3. To respond to the BHRD-SED's call, Tagbilaran City Schools Division will hold a Division Roll-out of the School Governing Council (SGC) Functionality Assessment Tool on **October 18, 2022**, from **8:00 AM – 5:00 PM**. The venue will be announced soon.

4. Participants of this orientation are Public Elementary and Secondary School Principals, Secondary Head Teachers, Education Program Supervisor for SGOD, Senior Education Program Specialist and Education Program Specialist – Monitoring & Evaluation.



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5. Expenses relative to and in the conduct of this Division Roll-out of the School Governing Council (SGC) Functionality Assessment Tool shall be charge to Program Support Fund (PSF) for Partnership Building Linkages – Local Stakeholders Convergence subject to the usual accounting and auditing rules and regulations.

6. Immediate dissemination of this Memorandum is desired.



**JOSEPH IRWIN A. LAGURA, Ph D**  
Schools Division Superintendent  
Office of the Schools Division Superintendent