



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. 721 , s. 2025

October 7, 2025

**STRENGTHENING SCHOOL GOVERNANCE AND MANAGEMENT: A
COORDINATION MEETING ON SCHOOL-BASED MANAGEMENT (SBM),
SCHOOL GOVERNANCE COUNCIL (SGC), AND FIELD TECHNICAL
ASSISTANCE (FTA)**

To: Chief, SGOD & CID
Division SBM, SGC & Field Technical Assistance Coordinator
Elementary & Secondary School Head
All Others Concerned

1. Pursuant to DepEd Regional Memorandum No. 0971, s. 2025, titled “*Strengthening School Governance and Management: A Coordination Meeting on School-Based Management (SBM), School Governance Council (SGC), and Field Technical Assistance (FTA)*,” a **Regional Coordination Meeting** will be conducted on **October 9–10, 2025**, at **Quincentennial Hotel, Cebu City**. This activity aims to strengthen the alignment and integration of SBM, SGC, and FTA initiatives across the region to enhance participatory and accountable school governance.



2. The following are the **official division participants** in the said regional coordination meeting:

- **Dr. Ma. Antonette P. Dugang** – Division SBM Coordinator
- **Dr. Liza E. Maquiling** – Division SGC Coordinator
- **Dr. Beatriz C. Incog** – Division FTA Coordinator
- **Mr. Alberto Tibod, Jr.** – Secondary School Head Representative
- **Mrs. Maria Chona B. Roxas** –Elementary School Head Representative

Participants are advised to **bring their laptops, chargers, and extension cords** to facilitate workshop activities. For reference, please see the **Enclosure** of *Regional Memorandum No. 0971, s. 2025* attached herewith.

3. **Expenses** related to **travel and other incidental costs** shall be **charged against the Division MOOE**, while **board and lodging** shall be **shouldered by the RO-FTAD funds**, subject to the usual accounting and auditing rules and regulations.

4. **Immediate and wide dissemination** of this Memorandum is desired for the information and compliance of all concerned.


WILFREDA D. BONGALOS PhD CESO V
Schools Division Superintendent 

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Republic of the Philippines
Department of Education
REGION VII - CENTRAL VISAYAS

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Office of the Regional Director

REGIONAL MEMORANDUM

No. **0071** s. 2025

**STRENGTHENING SCHOOL GOVERNANCE AND MANAGEMENT:
A COORDINATION MEETING ON SCHOOL-BASED MANAGEMENT (SBM),
SCHOOL GOVERNANCE COUNCIL (SGC), AND FIELD TECHNICAL
ASSISTANCE (FTA)**

To: Schools Division Superintendents
Assistant Schools Division Superintendents
RO-Functional Division Chiefs
All Others Concerned

1. To strengthen school governance and management practices, the Field Technical Assistance Division (FTAD) will conduct a **Coordination Meeting** on October 9-10, 2025. This meeting will be held with the Division Coordinators of SBM, SGC, and FTA, as well as selected elementary and secondary school heads, at a venue to be secured within Mandaue City or a nearby location. The final venue will be communicated in a separate memorandum.
2. Specifically, this activity aims to:
 - 2.1 Finalize the regional level-of-manifestation rubrics for the 42 SBM indicators to guide school heads in the self-assessment of their schools' SBM practices;
 - 2.2 Establish a strategy for the second round of Field Monitoring and Evaluation (FM&E) and the Provision of Field Technical Assistance (FTA);
 - 2.3 Conduct progress monitoring on the implementation of the regional SGC Functionality Assessment Tool; and
 - 2.4 Develop a strategy to ensure the efficient region-wide implementation of DepEd Order No. 5, s. 2024 in schools.
3. The participants are the following:
 - 3.1 FTAD Personnel
 - 3.2 RO-Functional Division Representatives (at least 1 from each FD)
 - 3.3 Five (5) participants from each Schools Division Office (SDO)
 - 3.3.1 Division SBM Coordinator
 - 3.3.2 Division SGC Coordinator
 - 3.3.3 Division FTA Coordinator
 - 3.3.4 One (1) Elementary School Head,
 - 3.3.5 One (1) Secondary School Head.
4. The participants are advised to bring laptops and extension cords.
5. Please refer to the attached Enclosure 1 for Program Schedule Matrix.

6. Expenses for board and lodging will be charged against the RO-FTAD funds (**AC2024-5704-GASS-008**), under the management of the host Mandaue City division. Conversely, participants' travel and other incidental expenses will be covered by local funds. All expenditures are subject to standard accounting and auditing rules and regulations.
7. For the information, guidance, and compliance of all concerned.



SALUSTIANO T. JIMENEZ JD, EdD, CESO III
Director IV
Regional Director

OTJ/PYA/FTAD/MLB/14

PROGRAM SCHEDULE MATRIX

DAY 1 – October 9, 2025 (Thursday)

Time	Activity	Person Responsible
8:00 – 9:30 AM	Arrival, Registration, and Settling In	Czar Augustus P. Ariza AdAs 1
9:45 – 10:00 AM	Snacks	
10:00 – 10:30NN	Opening Program <ul style="list-style-type: none"> • Philippine National Anthem • Prayer • DepEd Quality Policy Statement • Acknowledgment of Participants – Doris F. Esmero, EPSvr • Welcome Remarks–Merden L. Bryant, Chief Educ. Supervisor • Rationale Atty. Fiel Almendra, Assistant Regional Director • Message–Dr. Salustiano T. Jimenez, Regional Director <i>Enicee Allan P. Villacampa, EPSvr</i> 	FTAD Team
10:00 – 12:00 NN	Session 1a: Validation of SBM Rubrics (SBM Dimension 1&2)	FTAD Team / SBM Coor
12:00 – 1:00 PM	Lunch Break	Czar Augustus P. Ariza
1:00 – 3:30 PM	Session 1b: Validation of SBM Rubrics (SBM Dimension 3&4)	FTAD Team / SBM Coor
3:30 – 3:45 PM	Health Break	Czar Augustus P. Ariza
3:45 – 5:00 PM	Session 1c: Validation of SBM Rubrics (SBM Dimension 5&6)	FTAD Team / SBM Coor

Day 2 – October 10, 2025 (Friday)

Time	Activity	Person Responsible
7:45 – 8:00 AM	Management of Learning / Energizer	Assigned SDO
8:00 – 9:45 AM	Session 2: Workshop on Planning for Field M & E and Provision of TA	FTAD Team/FTA Coordinator
9:45 – 10:00 AM	Health Break	Czar Augustus P. Ariza
10:00 – 12:00 NN	Session 3: Progress Monitoring of SGC Functionality	FTAD Team / SGC Coordinator
12:00 – 1:00 PM	Lunch Break	Czar Augustus P. Ariza
1:00 – 2:20 PM	Session 4: Workshop on Developing a Monitoring System for DO No. 5, s 2024	FTAD Team / FTA Coordinator
2:20 – 2:30 PM	Health Break	Czar Augustus P. Ariza
2:30 – 3:30 PM	Session 5: Group Workshop – Integration of SBM, SGC, and TA Plans into Division Monitoring	FTAD Team
3:30 – 4:15 PM	Session 6: Presentation and Feedback on Outputs (Division Action Plans & Monitoring System)	Group Presenters
4:15 – 4:30 PM	Synthesis and Way Forward	Chief Merden L. Bryant
4:30 – 5:00 PM	Closing Program	FTAD Team/Assigned SDO