



Republic of the Philippines
Department of Education
Region III
SCHOOLS DIVISION OF PAMPANGA

October 16, 2023

DIVISION MEMORANDUM
No. **536**, s. 2023

SGC REORIENTATION; ROLL-OUT OF SGC FUNCTIONALITY TOOL

To: Assistant Schools Division Superintendents
Division Chiefs
Education Program Supervisors
Public Schools District Supervisors
Public Secondary School Heads
District and Cluster SBM Coordinators
All Others Concerned

1. The Schools Division Office (SDO) of DepEd Pampanga, through the School Management Monitoring and Evaluation (SMM&E) Section under the School Governance and Operations Division (SGOD), will be staging the **SGC Reorientation: Roll-Out of the SGC Functionality Tool** on **October 25, 2023**, 8:00 a.m. at Otel Pampanga, Lazatin Blvd., City of San Fernando, Pampanga.
2. This activity is an integral part of the SDO's initiative and commitment in the provision of timely and relevant technical assistance thru Project SAUPP: Strengthened Assistance thru Unified Programs and Projects.
3. Specifically, this activity aims to:
 - a. Ensure that participants have a comprehensive understanding of the SGC policy, including its goals, scope, and intended outcomes;
 - b. Clarify the roles and responsibilities of school heads within the SGC framework, emphasizing their leadership in fostering a participatory decision-making process;
 - c. Highlight the importance of engaging various stakeholders, including parents, teachers, community members, and Local Government Units (LGUs), in the SGC activities;
 - d. Introduce the SGC Functionality Assessment Tool, explaining its components, usage, and how it aids in evaluating the effectiveness of SGC activities;



Republic of the Philippines
Department of Education
Region III
SCHOOLS DIVISION OF PAMPANGA

- e. Train participants to use the assessment tool data to make informed decisions, identify areas of improvement, and develop targeted strategies for enhancing SGC functionality; and
 - f. Facilitate the development of action plans by principals, outlining specific steps, timelines, and responsible parties for implementing SGC initiatives in their respective schools.
4. This undertaking is crucial in establishing SGC as a tool for shared governance and as feedback mechanism. This is also paramount in assisting our secondary schools address issues and concerns on SGC Functionality requirements.
 5. Participants are the Public Schools District Supervisors and Public Secondary School Heads.
 6. All school heads are directed to pre-register per district/cluster. The registration fee of P800.00 per participant, including travel expenses, shall be charged against the school MOOE. Payments (per district/cluster) shall be forwarded to the Cash Section not later than October 20, 2023.
 7. This communication shall serve as the official Travel Authority of the participants.
 8. For wide and immediate dissemination.

ROMEO M. ALIP PhD, CESO-V
Schools Division Superintendent

070000021936

