



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

November 30, 2023

DIVISION MEMORANDUM
No. **626**_, s. 2023

WORKSHOP ON THE ASSESSMENT OF SGC FUNCTIONALITY

To: Assistant Schools Division Superintendents
Division Chiefs
Education Program Supervisors
Public Schools District Supervisors
Public Secondary School Heads
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 second phase of the technical assistance on School Governance Council (SGC) Onboarding titled "**Empowering School Governance: A Workshop on Assessing and Optimizing SGC Functionality**" on **December 4, 2023, 8:00 a.m.** at **Greene Manor, Lazatin Blvd., City of San Fernando, Pampanga.**
2. This activity is a fundamental component of the SDO's initiative and in delivering timely and pertinent technical assistance through Project SAUPP, which is aimed at strengthening assistance through unified programs and projects.
3. Specifically, this activity aims to:
 - a. Provide comprehensive training on the assessment of the functionality of School Governance Councils (SGCs);
 - b. Effectively evaluate SGC performance, identify strengths and weaknesses, and provide constructive feedback for improvement;
 - c. Enhance understanding of the key indicators and components of effective SGC functionality;
 - d. Familiarize participants with the assessment criteria and tools used to evaluate SGC functionality;
 - e. Guide school heads in the preparation of Means of Verification (MOVs) for SGC assessment; and
 - f. Foster a culture of continuous improvement in school governance.



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4. Participants in the said training are the 20 select secondary school heads and 20 designated SGC Co-chairpersons. In preparation for the forthcoming Regional Office validation of SGC Functionality in January 2024, attendance to the said TA-workshop is required for the following:

| No. | School | Name of School Head |
|-----|---------------------------------------|-------------------------|
| 1 | Sta. Cruz Integrated School | Virgilio S. Valdez |
| 2 | Diosdado Macapagal High School | Naszer C. Yco |
| 3 | Eastern Porac National High School | Rosaline M. Tuble |
| 4 | Bahay Pare National High School | Faye Gonzales |
| 5 | Gutad National High School | Lilia Valdez |
| 6 | Masantol High School | Willet Perez |
| 7 | Lubao National High School | Jocelyn J. Baluyut |
| 8 | Emigdio A. Bondoc High School | Narcisa M. Labao |
| 9 | Guillermo D. Mendoza | Narciso S. Mendiola Jr. |
| 10 | Baruya High School | Ricky R. Balingit |
| 11 | Pulong Santol High School | Gil V. Tiongco |
| 12 | Sto. Rosario National High School | Jayson M. Flores |
| 13 | Tinajero National High School - Annex | Briccio P. Corpuz |
| 14 | San Vicente-San Francisco High School | Elmer S. Meneses |
| 15 | Camba High School | Ruby Rosa C. Sagum |
| 16 | Pasig National High School | Rosario C. Santos |
| 17 | San Luis National High School | Maribeth S. Santos |
| 18 | Balitucan National High School | Jovito H. Suplito |
| 19 | Pulungmasle National High School | Eloisa C. Lusung |
| 20 | Apalit High School | Arnel Pablo L. Agustin |

5. In light of the preceding details, school heads are requested to encode the names of their Co-Chairpersons who shall join the workshop, using the following link not later than November 30, 2023: <https://bit.ly/SGCcochairs>. Participants are requested to bring their laptops and copies of their MOVs for the workshop.
6. This communication shall serve as the official travel authority of the participants.
7. For wide and immediate dissemination.



ROMEO M. ALIP PhD, CESO V
Schools Division Superintendent



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WORKSHOP ON THE ASSESSMENT OF SGC FUNCTIONALITY

Greene Manor
Lazatin Blvd., City of San Fernando
December 04, 2023

TRAINING MATRIX

- | | | |
|-------------------|---|--|
| 7:30 – 8:00 a.m. | - | Registration |
| 8:00 – 8:30 a.m. | - | Preliminaries |
| 8:30 – 10:00 a.m. | - | Detailed Examination of the Indicators provided in DepEd Order 26, s. 2022 for assessing SGC Functionality |

CHARIES N. PENA

*Education Program Supervisor
Field Technical Assistance Division*

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|-------------------------|---|---|
| | - | Hands-on / Group activity: Participants' Assessment of SGC Functionality per Indicator (Analyzing MOVs, Identifying Errors, and Suggesting Improvements) |
| 10:00 – 10:15 a.m. | - | Health Break |
| 10:15 a.m. – 12:00 p.m. | - | Continuation of Workshop / Hands-on activity |
| 12:00 – 1:00 p.m. | - | Lunch Break |
| 1:00 – 3:00 p.m. | - | Reporting and Discussion: Sharing of Insights and Observations from the Group Assessment |

CHARIES N. PENA

*Education Program Supervisor
Field Technical Assistance Division*

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| 3:00 – 3:15 p.m. | - | Health Break |
| 3:15 – 5:00 p.m. | - | Open Forum Ways Forward Scheduling Announcements Important Updates Closing Program |



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Training Management Team:

SGOD Chief
SEPS, SMM&E
EPS-II, SMM&E
ADA VI
QATAME Associate

ARCELI S. LOPEZ, Ph.D.
MICHELLE D. MEJIA
NERISSE NICOLE B. TORRES
IMELDA J. TALAVERA
JAY M. LAMPA (San Pablo 2nd National
High School)