



Republic of the Philippines
Department of Education
NEGROS ISLAND REGION
Schools Division of Escalante City



August 3, 2026

DIVISION MEMORANDUM

No. 315 s. 2026

**CONDUCT OF ORIENTATION-WORKSHOP ON SCHOOL GOVERNANCE COUNCIL
(SGC) FUNCTIONALITY ASSESSMENT TOOL**

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Education Program Supervisors/ Specialists
Public Elementary and Secondary School Heads/ TICs
All Others Concerned

1. Pursuant to DepEd Order No. 26, s. 2022 and Memorandum DM-OUHRODI-2026-162, this Office shall conduct an Orientation-Workshop on the School Governance Council (SGC) Functionality Assessment Tool on **August 17, 2026** at Gabriela Hall, Old SDO Building, Escalante City. This activity aims to capacitate school heads and SGC composite teams in the proper administration of the tool, thereby strengthening participatory governance and evidence-based decision-making in schools.
2. This orientation- workshop aims to:
 - a. orient participants on the policies, standards, and key features of the SGC Functionality Assessment Tool;
 - b. enrich knowledge and skills in the accurate administration of the tool; and
 - c. clarify issues and concerns encountered in its accomplishment.
3. Participants to this activity are the 42 elementary and secondary school heads, Division School Governance Council (SGC) Composite Team, and identified Technical Staff.
4. All participants are required to bring their own laptops, Wi-Fi devices, and extension wires for use during the guided system exploration and workshop activities.
5. A registration fee of Five Hundred Pesos (P500.00) shall be charged per school to cover for meals and other miscellaneous expenses relative to the conduct of the activity. Payment of non-IUs schools shall automatically be deducted from their school MOOE, while IUs schools shall pay on or before **August 17, 2026**. Registration fee is chargeable against School MOOE/ Local Funds subject to the usual accounting and auditing rules and regulations.
6. Immediate dissemination of and compliance with this Memorandum are desired

PETER J. GALIMBA

OIC Schools Division Superintendent

Reference : As stated
Enclosure : None
Allotment : Division Order No. 2, s.2015
To be indicated in the perpetual index under the following subjects

Sheila M. Carambacan /SGOD 8/3/2026

School Governance Council Functionality Assessment Tools Orientation- Workshop



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