



Republika ng Pilipinas
Kagawaran ng Edukasyon

REHIYON V—BICOL

TANGGAPANG PANSANGAY NG MGA PAARALAN NG LUNGSOD NAGA

February 14, 2024

DIVISION MEMORANDUM

No. 47, s. 2023

**ADJUSTMENTS ON THE SCHOOL GOVERNANCE COUNCIL FUNCTIONALITY
ASSESSMENT FOR PUBLIC SECONDARY SCHOOLS**

To: Assistant Schools Division Superintendent
Chief Education Supervisors
CID and SGOD Personnel
OSDS Unit Heads
Public Secondary School Heads
All Others Concerned

1. In compliance with Memorandum DM – OUHROD – 2023 - 1399 dated September 25, 2023 re: “Roll-out of School Governance Council (SGC) Functionality Assessment Tool for Secondary Schools” and Division Memorandum No. 292, s.2023 re: “Reconstitution of SDO Naga City School Governance Council (SGC) Composite Team for Functionality Assessment”, this Office issues Adjustments on the School Governance Council Functionality Assessment for Public Secondary Schools with the adjusted final submission of documents which shall be on or before **April 30, 2024**.
2. In effect, the SDO Validation Team will continue to provide technical assistance to SGC Officers of secondary schools based on the Schedules of Division SGC Functionality Assessment Activities enclosed in this Memorandum.
3. Due to the movement of personnel, the following are the changes of persons involved:

Name	Designation	Committee
Fernando C. Macaraig	Assistant Schools Division Superintendent	SGC Composite Team Chairperson
Arturo A. Armea	EPS II, SGOD - SMN	SGC Composite Team Member

4. All other provisions in DM No. 292, s. 2023 remains.
5. Expenses relative to the conduct of this activity such as meals, travel and other incidental expenses shall be charged against MOOE and/or other available local funds subject to the usual accounting, & auditing rules and regulations.
6. For further clarifications, contact the SGOD–SMME through cellphone number 0995 – 464 – 8831 and/or email: sdonaga.smme@deped.gov.ph
7. Immediate dissemination of and compliance with this memorandum is desired.

24010160
16 FEB 2024

SUSAN S. COLLANO CESO V
Schools Division Superintendent

DM 31, s. 2019 DM Rev. 01



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Attachment to Division Memorandum No. 47, s. 2024

SCHEDULES OF DIVISION SGC FUNCTIONALITY ASSESSMENT ACTIVITIES

Date/s	Activities	Personnel Involve	Venue
February 12 - 23, 2024	Onsite TA Activity Session	Division SBM/SGC Focal person	Selected Secondary Schools
February 12 - 29, 2024 and March 1 - 11, 2024	Consolidation and Finalization of SGC Functionality Assessment Documents	SGC Officers & members of Secondary Schools	N/A
March 4, 2024 (9:00 a.m. to 11:00 a.m.)	Onsite Orientation on SGC FAT Documents	Division SGC Composite Team	SDO Conference Hall
March 5, 2024 (9:00 a.m. to 12:00 p.m.) (1:00 p.m. to 5:00 p.m.)	Division Validation of Documents on SGC Functionality Assessment	Designated Chairperson Elected Secretary Maria Teresita Rentoy Fernando Carandang Benedik Warren Ubante Jarne Taumatorgo Vilma Cueto	CSNHS Leon Mercado HS Carolina NHS San Isidro NHS
March 6, 2024 (9:00 a.m. to 12:00 p.m.) (1:00 p.m. to 4:00 p.m.)		Designated Chairperson Elected Secretary Maria Teresita Rentoy Mary Ann Papica Margerie Bathan Nancy Morada Arturo Armea	Balatas NHS NCSHS Con. Peq. NHS NCSAT
March 7, 2024 (9:00 a.m. to 12:00 p.m.) (1:00 p.m. to 5:00 p.m.)		Designated Chairperson Elected Secretary Nancy Morada Teresita Irma Dy-Cok Joretze Carandang Dante Santelices Edelaine Manlapaz	Cararayan NHS Del Rosario Tinago NHS Sta Cruz NHS
March 11 - 15, 2024	Completion of Missing Documents	Designated Chairperson Elected Secretary	N/A
March 18 - 22, 2024	Uploading of documents in SGC Functionality Assessment Tool	Designated Chairperson	N/A

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