



Republic of the Philippines  
**Department of Education**  
Region VI - Western Visayas  
**SCHOOLS DIVISION OF CAPIZ**

October 5, 2022

**DIVISION MEMORANDUM**  
No. 385, s. 2022

**DIVISION ORIENTATION CONFERENCE ON THE INITIAL ROLL-OUT OF THE  
SCHOOL GOVERNANCE COUNCIL (SGC) FUNCTIONALITY ASSESSMENT TOOL FOR  
SECONDARY SCHOOLS FOR SCHOOL YEAR 2022-2023**

To: OIC, Office of the Assistant Schools Division Superintendent  
Chief Education Supervisors  
Curriculum Implementation Division  
School Governance and Operations Division  
Education Program Supervisors  
Public Schools District Supervisors/ OIC of the Districts  
Public Secondary and Integrated School Principals  
Secondary and Integrated School SBM Coordinators  
All Others Concerned

1. Relative to DepEd Order No. 026, s. 2022 titled **"Implementing Guidelines on the Establishment of School Governance Council"** and, "DM-OUHROD-2022-0091 titled **"Online Orientation on the Initial Roll-Out of the School Governance Council Functionality Assessment Tool for Secondary Schools"**, this Office shall conduct a virtual orientation conference on October 10, 2022, 1:00 P.M. to 5:00 P.M., through the link below:  
<https://tinyurl.com/CapDivIRSGCFAT2223>
2. This activity aims to:
  - a. orient secondary and integrated school heads and secondary school SBM coordinators on how to fill up the School Governance Council Functionality Assessment Tool and its needed MOVs in the google form provided below;  
[https://bit.ly/2022SGCTool\\_R6-SDOC](https://bit.ly/2022SGCTool_R6-SDOC)
  - b. gather related data on the status of operations of School Governance Council in secondary schools and integrated schools; and
  - c. provide technical assistance.
3. Participants to this activity are the 54 Secondary School heads, 24 Integrated School Heads, 54 Secondary School SBM coordinators and 24 Integrated School SBM Coordinators. Participants are requested to ensure strong internet connectivity.
4. The conduct of this activity must comply with the minimum health and safety protocols set by the Inter-Agency Task Force on the Management of Emerging Infectious Diseases (IATF) and the Department of Health (DOH).
5. Immediate dissemination of and compliance with this Memorandum are desired.

  
**MIGUEL MAC D. APOSIN EdD, CESO V**  
Schools Division Superintendent 



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