



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

16 SEP 2026

DIVISION MEMORANDUM

No. 435, s. 2026

REVISITING TECHNICAL ASSISTANCE (TA), SCHOOL-BASED MANAGEMENT (SBM), SCHOOL GOVERNANCE COUNCIL (SGC), SCHOOL IMPROVEMENT AND INNOVATION FRAMEWORK (SIIF) PRINCIPLES AND PROCESSES, AND HARMONIZATION OF DIGITALIZATION INITIATIVES

To: OIC-Assistant Schools Division Superintendent
OIC-Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
Heads of Public Elementary, Secondary and Integrated Schools
All Others Concerned

1. Pursuant to Regional Memorandum No. 662, s. 2026, this Office, through the School Management, Monitoring, and Evaluation Section (SMMES) of the School Governance and Operations Division (SGOD), shall conduct the Revisiting of Technical Assistance (TA), School-Based Management (SBM), School Governance Council (SGC), School Improvement and Innovation Framework (SIIF) Principles and Processes, and Harmonization of Digitalization Initiatives on October 8–9, 2026. The venue shall be announced later.
2. The activity aims to strengthen competencies in implementing Technical Assistance (TA), School-Based Management (SBM), School Governance Council (SGC), research utilization, and resource mobilization mechanisms. Specifically, it seeks to:
 - revisit TA principles and enhance understanding of standards and delivery processes;
 - review SGC concepts and governance processes to reinforce stakeholder participation; and
 - reexamine SBM domains and indicators for effective school governance;
3. Participants are advised to bring a laptop and extension cord.
4. Expenses for food and venue shall be charged against HRTD funds, while travel expenses shall be charged to local funds, subject to usual accounting and auditing rules and regulations.



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5. Immediate dissemination of and compliance with this Memorandum are desired.


ROEL F. BERMEJO
Schools Division Superintendent

Encl: as stated

References: RM No. 662, s. 2026

To be indicated in the Perpetual Index

Under the following subjects

ASSISTANCE

SCHOOLS

TRAINING PROGRAM



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Enclosure No. 1 to SDM No. **435**, s. 2026

ALLOCATION OF PARTICIPANTS

No.	District/ School	No. of Pax (TA, SGC, and SBM/SIIF Focal Persons (To be identified by the PSDSs)	
		District Focal Persons (3)	Representatives from Secondary Schools (3)
1	CUARTERO	3	3
2	DAO	3	3
3	DUMALAG	3	3
4	DUMARAO	3	3
5	IVISAN	3	3
6	JAMINDAN	3	3
7	MAAYON	3	3
8	MAMBUSAO EAST	3	3
9	MAMBUSAO WEST	3	3
10	PANAY	3	3
11	PANITAN	3	3
12	PILAR	3	3
13	PONTEVEDRA	3	3
14	PRESIDENT ROXAS	3	3
15	SAPIAN	3	3
16	SIGMA	3	3
17	TAPAZ EAST	3	3
18	TAPAZ WEST	3	3
19	Capiz NHS	0	3



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ACTIVITY MATRIX

Session / Time	Topic Title	Activity Description	Expected Output	Responsible Person
Day 1	Opening Program and Activity Orientation	Presentation of objectives, expected outputs, and program overview	Participants oriented on the activity	PMT
	Technical Assistance (TA) in Action: Principles, Standards, and Delivery Processes	Review of TA concepts, principles, TA Cycle, process flow, and quality standards	Refined understanding of TA implementation	Dr. Immaculada J. Amores
	School Governance Council (SGC): Strengthening Stakeholder Participation in Education	Review of SGC principles, composition, functions, and governance processes	Enhanced understanding of SGC operations	Ronald D. Dile
	Continuation on SGC: Strengthening Stakeholder Participation in Education	Review of SGC principles, composition, functions, and governance processes	Enhanced understanding of SGC operations	Dr. Ailyn Ureta
Day 2	School-Based Management (SBM): Advancing School Autonomy and Accountability	Revisit SBM principles, domains, indicators, and assessment processes	Updated understanding of SBM implementation	Ronald D. Dile
	Presentation of Action Plan and Closing Program	Presentation of outputs, agreements, recommendations, and next steps	Approved recommendations and commitments	PMT



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