



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
SCHOOLS DIVISION OF BATANGAS

26 Oct 2026

DIVISION MEMORANDUM

No. 527, s. 2026

CORRIGENDUM ON DM 441, S. 2026 - DIVISION VIRTUAL ROLL-OUT OF THE (SGC) FUNCTIONALITY ASSESSMENT TOOL

To: Assistant Schools Division Superintendents
Chief- Curriculum Implementation Division (CID)
Chief- School Governance and Operations Division (SGOD)
Education Program Supervisor
Public Schools District Supervisors
SMME, SMN, Senior and Education Program Specialists II
Sub-Office SGC Coordinators
Public Elementary School Heads
All Others Concerned

1. Relative to Division Memorandum No. 441, s. 2026 titled "*Division Virtual Roll-Out of the School Governance Council (SGC) Functionality Assessment Tool*", the Schools Division of Batangas, through the School Governance and Operations Division-School Management Monitoring and Evaluation (SGOD-SMME), shall conduct a Division Virtual Roll-out of the School Governance Council (SGC) Functionality Assessment Tool on **October 30, 2026**.
2. The participants in this orientation are the Assistant Schools Division Superintendents, CID and SGOD Chiefs, SGOD Education Program Supervisor, SMME and SMN Senior Education Program Specialists and Education Program Specialists II, PSDS, Sub-Office SGC Coordinators, and Elementary School Heads.
3. The meeting link for this activity is as follows <https://tinyurl.com/2026-SGC-Roll-Out>.
4. Other provisions in the previous Memorandum are still in effect.
5. Attached is the DepEd memo for your perusal. (See enclosure MEMORANDUM DM-OUHROD1-2026-3750)
6. For any concerns and queries, please contact Cora V. Samson through this Mobile No. 09778123293 or via email at cora.samson@deped.gov.ph.
7. Immediate dissemination of and compliance with this memorandum is directed.


MARITES A. IBANEZ, CESO V
Schools Division Superintendent 



Address: Provincial Sports Complex, Bolbok, 4200 Batangas City
Telephone: (043) 722-1840 / 722-1796
Email Address: deped.batangas@deped.gov.ph
Website: www.depedbatangas.com



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
SCHOOLS DIVISION OF BATANGAS

Encl.: as stated

Reference: Division Memorandum No. 441, s. 2026

To be indicated in the Perpetual Index under the following subject:

Issuances: Division Memorandum

CVS/ CORRIGENDUM ON DM 441, S. 2026 - DIVISION VIRTUAL ROLL-OUT OF THE (SGC) FUNCTIONALITY
ASSESSMENT TOOL /R2-156989/10-26-2026



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
SCHOOLS DIVISION OF BATANGAS

2 Sep 2026

DIVISION MEMORANDUM
No. 441, s. 2026

**DIVISION VIRTUAL ROLL-OUT OF THE SCHOOL GOVERNANCE COUNCIL (SGC)
FUNCTIONALITY ASSESSMENT TOOL**

To: Assistant Schools Division Superintendents
Chief- Curriculum Implementation Division (CID)
Chief- School Governance and Operations Division (SGOD)
Education Program Supervisors
SMME, SMN, Senior and Education Program Specialists II
Sub-Office SGC Coordinators
Public Elementary School Heads
All Others Concerned

1. In compliance with DepEd Order No. 026, 2022 titled "*Implementing Guidelines on the Establishment of School Governance Council*", the Schools Division of Batangas, through the School Governance and Operations Division-School Management Monitoring and Evaluation (SGOD-SMME), shall conduct a Division Virtual Roll-out of the School Governance Council (SGC) Functionality Assessment Tool on September 17, 2026.

2. The participants in this orientation are the Assistant Schools Division Superintendents, CID and SGOD Chiefs, SGOD Education Program Supervisor, SMME and SMN Senior Education Program Specialists and Education Program Specialists II, Sub-Office SGC Coordinators, and Elementary School Heads.

3. The activity shall be conducted virtually in two batches, as follows:

BATCH	CD	TIME
1	1 & 2	8:30-11:30 a.m.
2	3 & 4	1:00-4:00 p.m.

4. The roll-out aims the participants to:

- utilize the SGC Functionality Assessment Tool;
- ensure a common understanding and standardized application of the assessment criteria and indicators;
- generate reliable and comparable data on the functionality of SGCs across schools;
- identify strengths, gaps, and areas requiring improvement in SGC implementation; and
- strengthen stakeholder participation, shared governance, transparency, accountability, and collaborative decision-making at the school level.



Address: Provincial Sports Complex, Bolbok, 4200 Batangas City
Telephone: (043) 722-1840 / 722-1796
Email Address: deped.batangas@deped.gov.ph
Website: www.depedbatangas.com



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
SCHOOLS DIVISION OF BATANGAS

5. The meeting link for this activity is as follows <https://tinyurl.com/SGC-Roll-OUT>.
6. To ensure the effective conduct of the activity, Sub-Office group viewing is strongly encouraged to accommodate all target participants due to the limited capacity of the MS Teams platform.
7. Immediate dissemination of this memorandum is hereby directed. Strict compliance is likewise enjoined.


MARITES A. IBÁÑEZ, CESO V
Schools Division Superintendent

Encl: N/A

Reference: DepEd Order No. 026, 2022

To be indicated in the Perpetual Index under the following subject:

Issuances: Division Memorandum

CVS/ DIVISION VIRTUAL ROLL-OUT OF THE SCHOOL GOVERNANCE COUNCIL (SGC) FUNCTIONALITY ASSESSMENT TOOL/R2-155392/9-2-2026



Address: Provincial Sports Complex, Bolbok, 4200 Batangas City
Telephone: (043) 722-1840 / 722-1796
Email Address: deped.batangas@deped.gov.ph
Website: www.depedbatangas.com



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON



FTAD-RM-2026-643

Regional Memorandum
No. 643 s. 2026

October 6, 2026

**DISSEMINATION ON THE ROLL OUT OF THE SCHOOL
GOVERNANCE COUNCIL (SGC) FUNCTIONALITY
ASSESSMENT TOOL FOR PUBLIC
ELEMENTARY SCHOOLS**

To:

Schools Division Superintendents

1. In reference to DM-OUHROD-2026-3750¹, this Office, through the Field Technical Assistance Division (FTAD), hereby disseminates the rollout of the School Governance Council (SGC) Functionality Assessment Tool for Public Elementary Schools. The Tool shall serve as a mechanism for assessing the functionality of SGCs and identifying areas that require appropriate technical assistance and support.
2. The Memorandum provides guidance on the rollout and administration of the SGC Functionality Assessment Tool, specifically to:
 - a. provide guidance on the proper administration and use of the SGC Functionality Assessment Tool;
 - b. identify the strengths, gaps, and areas for improvement in the operationalization of SGCs;
 - c. provide a basis for the provision of appropriate technical assistance and interventions to strengthen school governance; and
 - d. ensure the proper accomplishment and timely submission of assessment results in accordance with the prescribed guidelines and timelines.
3. All Schools Division Offices (SDOs) are enjoined to disseminate the Memorandum to their respective public elementary schools and to provide the necessary guidance and technical assistance for its proper implementation.
4. The concerned SDOs and schools shall ensure the accuracy, completeness, and timely submission of the required assessment results in accordance with DM-OUHROD-2026-3750².

¹ Roll-Out of the School Governance Council (SGC) Functionality Assessment Tool for Public Elementary Schools

² Roll-Out of the School Governance Council (SGC) Functionality Assessment Tool for Public Elementary Schools

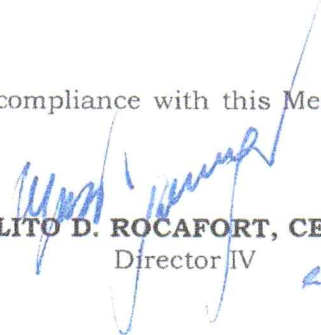


Address: Gate 2, Karangalan Village, Cainta, Rizal
Telephone No.: 02-8682-2114
Email Address: region4a@deped.gov.ph
Website: depedcalabarzon.ph



Certificate No. PHP QMS
22 93 0085

5. For concerns or clarification, concerned personnel may coordinate with Chief Michael Girard R. Alba of the Field Technical Assistance Division via email michael.alba@deped.gov.ph or you may call 09178882731.
6. Immediate dissemination and strict compliance with this Memorandum are highly desired.


CARLITO D. ROCAFORT, CESO III
Director IV 

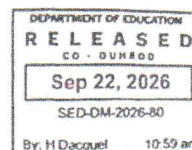


Republika ng Pilipinas

Department of Education

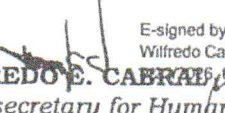
OFFICE OF THE UNDERSECRETARY

HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT AND INFRASTRUCTURE



MEMORANDUM DM-OUHRODI-2026-3750

TO : REGIONAL DIRECTORS
SCHOOLS DIVISION SUPERINTENDENTS
ALL OTHERS CONCERNED

FROM :  **WILFREDO E. CABRAL**
E-signed by
Wilfredo Cabral
6:35:27 AM
Undersecretary for Human Resource
and Organizational Development and Infrastructure

SUBJECT : ROLL-OUT OF THE SCHOOL GOVERNANCE COUNCIL (SGC)
FUNCTIONALITY ASSESSMENT TOOL FOR PUBLIC
ELEMENTARY SCHOOLS

DATE : 22 September 2026

School Governance Councils (SGCs) play an important role in strengthening the engagement of school stakeholders as partners in promoting accessible and quality education, upholding children's rights, and fostering a safe, inclusive, and supportive learning environment. Through consultation, coordination, and feedback, SGCs provide opportunities for parents, learners, teachers, and other stakeholders to contribute to addressing school needs, supporting school improvement initiatives, and fostering a more responsive learning environment.

Recognizing the importance of ensuring that SGCs are able to carry out these functions, the **Bureau of Human Resource and Organizational Development-School Effectiveness Division (BHROD-SED)** developed and rolled out the SGC Functionality Assessment Tool for secondary schools in 2022 and 2023, in support of the implementation of DepEd Order No. 26, s. 2022, or the *Implementing Guidelines on the Establishment of the School Governance Council (SGC)*. The assessment generated information on the extent to which established SGCs were performing their intended functions and helped identify areas requiring further technical assistance and support. Across 16 Regional Offices (ROs) and 217 Schools Division Offices (SDOs), a total of 10,096 secondary schools were covered, of which 9,498 (94%) participated in the endline data collection. Among the participating schools, 4,649 (49%) were found to have functional SGCs.

Building on the experience and insights gained from the secondary-school assessment, and following a series of online consultations with field counterparts on the development of the tool, BHROD-SED shall roll out the **SGC Functionality Assessment Tool for Public Elementary Schools**. The assessment aims to generate



Room 102, Rizal Building, DepEd Complex, Meralco Ave., Pasig City 1600
Telephone Nos.: (+632) 86337206, (+632) 86318494, (+632) 86366549
Email Address: usec.hrod@deped.gov.ph | Website: www.deped.gov.ph

Doc. Ref. Code	DM-OUHROD	Rev	00
Effectivity	03.23.23	Page	1 of 24



baseline information on the functionality of SGCs in public elementary schools, identify areas for improvement, and inform the provision of appropriate technical assistance and support. The data to be generated shall serve as a reference for monitoring progress and guiding succeeding efforts to strengthen SGC implementation and stakeholder participation at the school level.

For 2026, the **SGC Functionality Assessment Tool shall be implemented exclusively for public elementary schools**. For public secondary schools, the provision of sustained and strengthened technical assistance, including validation and monitoring, shall continue through appropriate modalities based on the needs and capacities of the Regional Office (RO) and Schools Division Office (SDO) SGC Composite Teams. These efforts shall support the continued functionality of SGCs and provide accurate, updated, and reliable information to inform planning and decision-making across governance levels.

In line with the rollout of SGC Functionality Assessment Tool for Public Elementary Schools, the following enclosed documents are issued for guidance and reference:

Enclosure No.	Attachment
1	SGC Functionality Assessment Tool User Guide Volume 1 and 2
2	SGC Functionality Assessment Tool (printable for reference)
3	Process Flow of the Data Collection and Monitoring of the SGC Functionality Assessment Tool
4	Roles and Responsibilities per Governance Level as Mandated by DepEd Order 26, s. 2022
5	Roles and Responsibilities per Governance Level in the implementation of the SGC Functionality Assessment Tool
6	SDO Spreadsheet: SDO Validation Sheet and SDO Monitoring Sheet
7	RO Spreadsheet: RO Monitoring Sheet and RO Multiple Submission Deletion Log
8	Timeline of Activities relative to the Roll-Out of the SGC Functionality Assessment Tool
9	Links: SGC Functionality Assessment Tool, SDO Spreadsheet, RO Spreadsheet, SGC Functionality Assessment Tool Backend Sheet (to be provided to the RO in a separate email to ensure the confidentiality of the links).

Please be informed that all personal information collected pursuant to this memorandum shall be treated with utmost confidentiality and processed in accordance with the Data Privacy Act of 2012 (RA 10173). The data collected shall be used solely for official purposes related to this activity and shall be protected through appropriate security measures.

For guidance and references, you may access the following links:

- **SGC Policy:** bit.ly/SGC-FAQs
- **Roll-Out on the SGC Functionality Assessment Tool for ES:** tinyurl.com/DMSGCE



Room 102, Rizal Building, DepEd Complex, Meralco Ave., Pasig City 1600
Telephone Nos.: (+632) 86337206, (+632) 86318494, (+632) 86366549
Email Address: usec.hrod@deped.gov.ph | Website: www.deped.gov.ph

Doc. Ref. Code	DM-OUHROD	Rev	00
Effectivity	03.23.23	Page	2 of 24



For other concerns or inquiries, you may contact **Ms. Joloren A. Luya of BHROD-SED** through the landline number (02) 8633-5397 or via email at bhrod.seda@deped.gov.ph.

Copy furnished:

Office of the Secretary

Office of the Undersecretary for Field Operations



Room 102, Rizal Building, DepEd Complex, Meralco Ave., Pasig City 1600
Telephone Nos.: (+632) 86337206, (+632) 86318494, (+632) 86366549
Email Address: usec.hrod@deped.gov.ph | Website: www.deped.gov.ph

Doc. Ref. Code	DM-OUHROD	Rev	00
Effectivity	03.23.23	Page	3 of 24

