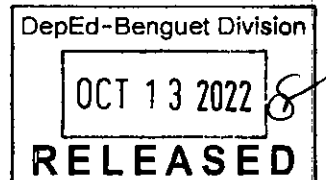




Republic of the Philippines  
**Department of Education**  
Schools Division of Benguet



11 Oct 2022

**DIVISION MEMORANDUM**

No. 320 s. 2022

**VIRTUAL ORIENTATION ON THE USE OF THE SCHOOL GOVERNING COUNCIL (SGC) FUNCTIONALITY ASSESSMENT TOOL FOR SECONDARY SCHOOLS**

TO: Office of the Assistant Schools Division Superintendent  
Chief SGOD and CID  
Public Schools District Supervisors & Coordinating Principals  
All Public Secondary School Heads  
All Others Concerned

1. In relation to the mandate of DO 26 S. 2022 re: *Establishment of the School Governance Council (SGC)* and to ensure that all public schools are able to build functional SGCs, the Bureau of Human Resource and Organizational Development – School Effectiveness Division (BHROD-SED) is currently conducting monitoring and evaluation of SGCs using the SGC Functionality Assessment Tool.
2. The SGC Functionality Assessment Tool aims to initially assess the functionality of SGCs in all secondary schools. Further, the purpose is to provide structure for shared governance as well as provide a feedback mechanism for policy development.
3. In this regard, the School Division of Benguet thru the Schools Governance and Operations Division- School Management, Monitoring and Evaluation (SMME) shall conduct a Virtual Orientation relative to all PSDSs and Secondary School Heads on **October 18, 2022 (Tuesday) from 9 AM to 12 NN via Google Meet**. The virtual meeting link shall be forwarded to the PSDSs a day before the meeting.
4. Meanwhile, School Heads can access the Functionality Assessment tool via this link- **[http://bit.ly/2022SGCTool\\_CAR-SDOB](http://bit.ly/2022SGCTool_CAR-SDOB)**
5. Immediate and widest dissemination of this memorandum is desired.

**GLORIA B. BUYA-AO**  
Schools Division Superintendent

sgod/smme



Address: Wangal, La Trinidad, Benguet  
Telephone Number: (074) 422-6570  
Email: [benguet@deped.gov.ph](mailto:benguet@deped.gov.ph)  
Facebook Page: DepEd Tayo Benguet

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