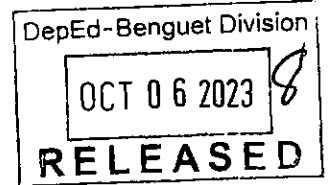




Republic of the Philippines
Department of Education
Schools Division of Benguet



05 October 2023

DIVISION MEMORANDUM
 No. 391 s. 2023

ORIENTATION AND WORKSHOP ON THE USE OF THE SCHOOL GOVERNANCE 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 Secondary School Heads and Personnel
 All Others Concerned

- The Schools Division of Benguet will conduct a one (1)- day **Orientation and Workshop on the Use of the School Governance Council (SGC) Functionality Assessment Tool for Secondary Schools** on **October 17, 2023 (Tuesday)**, from **8 a.m. to 5 p.m.** at **Brentwood Apartelle, Baguio City**.
- This activity aims to provide technical assistance to school heads in accomplishing the SGC Functionality Assessment Tool and to further provide information and best practices in strengthening the SGC initiatives in their respective schools.
- Participants are School Heads or SGC Focal of **ALL** Secondary Schools (Junior/Senior and Integrated Schools). They are requested to bring their laptops, extension cords, and Means of Verification (MOVs)- in hard or scanned copy relative to the implementation of SGC. **Accepted MOVs are dated from August 22, 2022, onwards.**
- The Division Composite Team is also requested to attend the orientation workshop.

<i>Position</i>	<i>Person In-Charge</i>	<i>Functions</i>
<i>Chairperson</i>	Carmel F. Meris	Manages the overall monitoring and evaluation process
<i>Co-chairperson</i>	Lucio B. Alawas	Plans the details, procedures and review the guidelines in validating SGC Functionality
<i>Members</i>	Ceasar B. Luma-ang Marylin A. Tolbe Corazon C. Quipot Joven B. Agtani Cliftone K. Bangse-il	Coordinate and collaborate with schools Lead and assist in the online or onsite validation process Consolidate the data submitted by the schools Provide TA if needed

- Meals of the participants shall be charged against HRTD Funds while transportation and other incidental expenses shall be charged to local funds subject to usual auditing and accounting rules and regulations.
- Immediate and widest dissemination of this memorandum is desired.

SALLY L. BANAKEN-ULLALIM CESO V
 Schools Division Superintendent

sgod/smme



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