



Republic of the Philippines  
**Department of Education**  
REGION X - NORTHERN MINDANAO  
DIVISION OF MALAYBALAY CITY

2022-40917

DM-2022-10-540  
DEPED MALAYBALAY CITY DIVISION  
**RELEASED**  
DATE: 12 2022 me: 9:13  
By: J. Mader

**DIVISION MEMORANDUM**

No. 540, s. 2022

To: **Assistant Schools Division Superintendent  
Curriculum Implementation Division (CID)  
School Governance and Operations Division (SGOD)  
Secondary School Heads**

From: **VICTORIA V. GAZO, PhD, CESO V**  
Schools Division Superintendent

Date: **October 11, 2022**

Subject: **Capacity Building on School-Based Management (SBM) Guidelines Cum Establishment of School Governance Council (SGC) to School Heads of Secondary and Integrated Schools**

1. In line with the "Implementing Guidelines on the Establishment of School Governance Council SGC" (Department Order No. 26, 2022), All School Heads of Secondary and Integrated Schools are directed to attend the **One-day Capacity Building on the School-Based Management (SBM) Guidelines Cum Establishment of School Governance Council in preparation for the Roll-out of SGC Functionality Assessment Tool for Secondary and Integrated School at the GAD Hall, Malaybalay City on October 14, 2022.**
2. This activity aims to:
  - a. Further strengthen the School-Based Management (SBM) Level of Practice;
  - b. Discuss the Implementing Guidelines on the Establishment of School Governance Council per DepEd Order No. 26, s. 2022; and
  - c. Capacitate and orient Schools Heads of Secondary and Integrated Schools on the SGC Functionality Assessment Tool per DepEd memorandum-OUHROD-2022-0090
3. Participants of this orientation are School Heads and Elected or Designated SGC Co-Chairperson of all secondary and Integrated Schools.
4. Travelling and other incidental expenses incurred during this activity will be charge to local funds/school MOOE subject to the usual accounting and auditing rules and regulations. Participants will be served with lunch and two snacks.
5. Attached are the Training Matrix of the said activity.



Address: Sayre Hi-way, Purok 6, Casisang, Malaybalay City  
Telefax No.: 088-314-0094; Telephone No.: 088-813-1246  
Email Address: [malaybalay.city@deped.gov.ph](mailto:malaybalay.city@deped.gov.ph)



21 93 0060



Republic of the Philippines  
**Department of Education**  
REGION X - NORTHERN MINDANAO  
DIVISION OF MALAYBALAY CITY

---

6. Should there be queries, please contact the School Management, Monitoring and Evaluation (SMME) Unit of the School Governance and Operations Division (SGOD).

SGOD/SMME/EME  
10/11/2022



Address: Sayre Hi-way, Purok 6, Casisang, Malaybalay City  
Telefax No.: 088-314-0094; Telephone No.: 088-813-1246  
Email Address: [malaybalay.city@deped.gov.ph](mailto:malaybalay.city@deped.gov.ph)



21 93 0060



**Republic of the Philippines**  
**Department of Education**  
**REGION X - NORTHERN MINDANAO**  
**DIVISION OF MALAYBALAY CITY**

**TRAINING MATRIX**

**CAPACITY BUILDING ON SCHOOL-BASED MANAGEMENT (SBM) GUIDELINES CUM ESTABLISHMENT OF SCHOOL GOVERNANCE COUNCIL (SGC) TO SCHOOL HEADS OF SECONDARY AND INTEGRATED SCHOOLS**

October 14, 2022


**Objectives:**

At the end of the activity, the School Heads of Secondary and Integrated Schools will be able to perform the following:

1. Show knowledge and skills on strengthening the School-Based Management (SBM) Level of Practice;
2. Discuss the Implementing Guidelines on the Establishment of School Governance Council;
3. Assess the SGC Functionality of their respective schools using the SGC Functionality Assessment Tool.

<b>TIME</b>	<b>ACTIVITY</b>	<b>PERSON INCHARGE</b>
8:00 am – 8:30 am	Arrival and Registration	Rex C. Dacanay EPS II – HRDS
8:30 am – 10:00 am	Opening Program Preliminaries (National Anthem, Prayer) Opening Remarks  Checking of Attendance Message	Mary Gladys J. Dublas EPS II – SMME Lorenzo O. Capacio, EdD Chief, SGOD  Victoria V. Gazo, PhD, CESO V Schools Division Superintendent
9:00 am – 10:00 am	Levelling of Expectations	Edelina M. Eborá
10:00 am – 12:00 nn	Session 1: Presentation and Discussion of DepEd Order No. 26, s. 2022 “Implementing Guidelines on the Establishment of School Governance Council”	SEPS – SMME
12:00 nn – 1:00 pm	LUNCH BREAK	
1:00 pm – 4:00 pm	Session 2: Presentation and Discussion of School Governance Council Functionality Assessment Tool	Edelina M. Eborá SEPS – SMME
4:00 pm – 4:30 pm	Open Forum/Q & A/Next Step	
4:30 pm – 5:00 pm	Closing Program	Mary Gladys J. Dublas EPS II – SMME

Prepared by:

  
**EDELINA M. EBORA**  
 SEPS - SMME

Approved:

  
**VICTORIA V. GAZO, PhD, CESO V**  
 Schools Division Superintendent



Address: Sayre Hi-way, Purok 6, Casisang, Malaybalay City  
 Telefax No.: 088-314-0094; Telephone No.: 088-813-1246  
 Email Address: [malaybalay.city@deped.gov.ph](mailto:malaybalay.city@deped.gov.ph)



21 93 0060



Republic of the Philippines  
**Department of Education**

17 JUN 2022

DepEd ORDER  
No. 026, s. 2022

**IMPLEMENTING GUIDELINES ON THE ESTABLISHMENT  
OF SCHOOL GOVERNANCE COUNCIL**

To: Undersecretaries  
Assistant Secretaries  
Bureau and Service Directors  
Minister of Basic, Higher, and Technical Education, BARMM  
Regional Directors  
Schools Division Superintendents  
Public Elementary and Secondary School Heads  
All Others Concerned

1. Pursuant to Republic Act (RA) No. 9155 known as the Governance of Basic Education Act of 2001, the Department of Education issues the **Implementing Guidelines on the Establishment of School Governance Council (SGC)**. This policy aims to recognize and strengthen the role of school stakeholders, alongside Local Government Units (LGUs), as partners in providing learners accessible and quality education, upholding children's rights, and promoting respect and well-being in the learning environment to ensure effective education service delivery. The SGC shall function as a structure for shared governance and a feedback mechanism at the school level.
2. Procedures and processes stipulated in this DepEd Order shall assist all public elementary and secondary schools in establishing their respective School Governance Councils. The SGC shall be the overall coordinating body of all committees, associations, and organizations in their schools that shall translate the principle of shared governance enshrined in RA 9155 and contribute in strengthening the implementation of School-Based Management.
3. All existing Orders, Memoranda, and other related issuances, rules and regulations, and provisions inconsistent with this Order are repealed, rescinded, and modified accordingly.
4. This Order shall take effect 15 days after publication in the Official Gazette or in two newspapers of general circulation. This shall be registered with the Office of the National Administrative Register (ONAR) at the University of the Philippines (UP) Law Center, UP Diliman, Quezon City.
5. For more information, queries, and concerns on this matter, kindly course through the **Bureau of Human Resource and Organizational Development-School Effectiveness Division (BHROD-SED)**, 4th Floor, Mabini Building, Department of Education Central Office, DepEd Complex, Meralco Avenue, Pasig City, through email at [bhrod.sed@deped.gov.ph](mailto:bhrod.sed@deped.gov.ph) or telephone number (02) 8633-5397.
6. Immediate dissemination of and strict compliance with this Order is directed.



  
**LEONOR MAGTOLIS BRIONES**  
Secretary

**Encl.:**

**As stated**

**References:**

**DepEd Order Nos. 40 and 83, s. 2012; 21 and 44, s. 2015; and 003, s. 2021**

**To be indicated in the Perpetual Index  
under the following subjects:**

**COMMITTEES  
COUNCIL  
ORGANIZATIONS  
POLICY  
PROCEDURE  
SCHOOLS  
SOCIETY OR ASSOCIATIONS**