



Republic of the Philippines
Department of Education
REGION I
SCHOOLS DIVISION OF VIGAN CITY

17 JUN 2026

DIVISION MEMORANDUM

No. 445, s.2026

SCHOOL GOVERNANCE COUNCIL (SGC) FUNCTIONALITY ASSESSMENT AMONG PUBLIC ELEMENTARY SCHOOLS

To: Assistant Schools Division Superintendent
Chief Education Supervisors
All Public Elementary, Integrated and Secondary School Heads
All Others Concerned

1. In reference to **Regional Memorandum No. 702, s. 2026** titled "School Governance Council (Sgc) Functionality Assessment Among Public Elementary Schools", and in line with the mandate of **DepEd Order No. 26, s. 2022**, on the establishment of the School Governance Council (SGC) to ensure that all public schools establish functional SGCs, the Department of Education Regional Office I, through the Field Technical Assistance Division (FTAD), shall provide technical assistance and monitor the implementation using the SGC Functionality Assessment Tool.

2. To provide technical assistance to public elementary schools through the dissemination of information and guidance on the functionality of SGCs pursuant to DepEd Order No. 26, s. 2022, and DM-OUHROD-2023-1399 titled, "Roll-Out of the School Governance Council (SGC) Functionality Assessment Tool for Secondary Schools", below is the composition of the Schools Division Office SGC Composite Team:

SDO-SGC COMPOSITE TEAM	
Chairperson	Annie D. Pagdilao, CESO VI, Assistant Schools Division Superintendent
Vice-Chairperson	Rodrigo Q. Reyes Jr., Chief Education Supervisor-SGOD
Members	Susiemar M. Rapisura, Education Program Supervisor-SGOD
	Aurelyn F. Fieldad, Education Program Specialist II
	Alimar C. Ablog, Education Program Specialist II

3. The SGC Functionality Assessment Tool User Guide may be accessed through this link: <https://tinyurl.com/SGCUserGuides>. Volume 1 (Prepare and Respond) is intended for schools, while Volume 2 (Validate and Monitor) is designed for the Schools Division Offices (SDOs). These guides serve as references to assist schools and SDOs strengthen their SGCs.

4. The printable version of the SGC Functionality Assessment Tool, including the checklist of Means of Verifications (MOVS) per indicator and the MOV templates may be accessed through the following link: <https://tinyurl.com/SGCMOVS>.

5. Immediate dissemination of this Memorandum is desired.

SCHOOLS DIVISION OFFICE
DEPED VIGAN CITY

Vilma D. Eda
VILMA D. EDA, CESO V
Schools Division Superintendent

17 JUN 2026

RELEASED

SGOD/aff/DM_SGCFunctionalityAssessment
June 16, 2026

BY: *[Signature]*
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Republic of the Philippines
Department of Education
 REGION I



JUN 8 2026

2026-849 E971

REGIONAL MEMORANDUM

No. 702 s. 2026

SCHOOL GOVERNANCE COUNCIL (SGC) FUNCTIONALITY ASSESSMENT AMONG PUBLIC ELEMENTARY SCHOOLS

To: **Schools Division Superintendents**
Assistant Schools Division Superintendents
Division SGC Focal Persons
Public Schools District Supervisors
Elementary School Heads
All Others Concerned

1. In line with the mandate of DepEd Order No. 26, s. 2022, on the establishment of the School Governance Council (SGC) and to ensure that all public schools establish functional SGCs, the Department of Education Regional Office I, through the Field Technical Assistance Division (FTAD), shall provide technical assistance and monitor the implementation using the SGC Functionality Assessment Tool.
2. The SGC Functionality Assessment Tool User Guide may be accessed through this link: <https://tinyurl.com/SGCUserGuides>. Volume 1 (Prepare and Respond) is intended for schools, while Volume 2 (Validate and Monitor) is designed for the Schools Division Offices (SDOs). These guides serve as references to assist schools and SDOs strengthen their SGCs.
3. The printable version of the SGC Functionality Assessment Tool, including the checklist of Means of Verifications (MOVs) per indicator and the MOV templates may be accessed through the following link: tinyurl.com/SGCMOVS.
4. The SDO SGC Composite Team shall provide technical assistance to public elementary schools through the dissemination of information and guidance on the establishment and functionality of SGCs. ✓
5. For questions, concerns, or clarifications, please coordinate with Mr. Ritchie G. Macalanda, EPS-FTAD, through email at ritchie.macalanda@deped.gov.ph or via mobile phone at 0999-976-1509.
6. Immediate dissemination of this Memorandum is desired.

ESTELA P. LEON-CARIÑO, EdD, CESO III
 Director IV/ Regional Director

Encl.: None
 Reference: DepEd Order No. 26, s. 2022
 To be indicated in the Perpetual Index
 Under the following subjects:

SCHOOL GOVERNANCE COUNCIL
 FUNCTIONALITY
 ASSESSMENT



DepEd RO1 FTAD260034

FTAD/rgm/RM_SGCFunctionalityAssessment
 June 8, 2026



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Doc. Ref. Code	RM-ORD	Rev	00
Effectivity	11.18.2024	Page	1 of 1

