



Republic of the Philippines  
**Department of Education**  
REGION VIII - EASTERN VISAYAS

April 15, 2026

**REGIONAL MEMORANDUM**

No. **485** s. 2026

**EMPOWER, ENGAGE, ELEVATE: ORIENTATION ON  
SCHOOL GOVERNANCE COUNCIL MECHANISM  
AND FUNCTIONALITY**

To: Schools Division Superintendents  
Division SGOD Chiefs  
Division SGC Coordinators  
All Others Concerned

1. Pursuant to Republic Act (RA) No. 9155 known as the Governance of Basic Education Act of 2001 and in compliance with DepEd Order No. 026, s. 2022, mandating the establishment of School Governance Council (SGC) in all public elementary, and secondary schools, this Office, through the Field Technical Assistance Division (FTAD) shall conduct an Orientation on the School Governance Council Mechanism and Functionality in two (2) batches: June 25-26, 2026 for Batch 1 and June 29-30 for Batch 2 at the RELC-NEAP, DepEd Regional Office VIII, Government Center, Candahug, Palo, Leyte.
2. Participants to the said orientation are the Division SGOD Chiefs, Division SGC Focal, and selected elementary school heads.
3. Below is the schedule and participants per batch:

<b>BATCH 1 (June 25-26, 2026)</b>					
<b>SCHOOLS DIVISION/ OFFICE</b>	<b>SGOD CHIEF</b>	<b>SGC FOCAL</b>	<b>ELEM. SCHOOL HEAD</b>	<b>RO PAX</b>	<b>TOTAL</b>
BAYBAY CITY	1	1	5		7
BILIRAN	1	1	5		7
BORONGAN CITY	1	1	5		7
CALBAYOG CITY	1	1	5		7
CATBALOGAN CITY	1	1	5		7
EASTERN SAMAR	1	1	8		10
LEYTE	1	1	10		12
SPPS				2	2
DELIVERY UNIT				2	2

DEPARTMENT OF EDUCATION REGION VIII - EASTERN VISAYAS

<b>TOTAL PAX</b>	<b>61</b>
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<b>BATCH 2 (June 29-30, 2026)</b>					
<b>SCHOOLS DIVISION / OFFICE</b>	<b>SGOD CHIEF</b>	<b>SGC FOCAL</b>	<b>ELEM. SCHOOL HEAD</b>	<b>RO PAX</b>	<b>TOTAL</b>
MAASIN CITY	1	1	5		7
NORTHERN SAMAR	1	1	10		12
ORMOC CITY	1	1	5		7
SAMAR	1	1	10		12
SOUTHERN LEYTE	1	1	8		10
TACLOBAN CITY	1	1	5		7
<b>TOTAL PAX</b>					<b>55</b>

4. Expenses for the board and lodging of the participants shall be charged against the Regional Linkages and Partnership Funds while travelling expenses incurred by the SDO participants shall be charged against their respective local funds, subject to the usual government rules and accounting procedures.

5. First meal shall be dinner of Day 0, June 24, 2026, and June 28, 2026, for Batches 1 and 2. Last meal shall be lunch of Day 2, June 26, 2026, and June 30, 2026, for Batches 1 and 2.

6. Immediate dissemination of and compliance with this Memorandum are desired.

  
**SALUSTIANO T. JIMENEZ JD, EdD, CESO III**  
 Regional Director

Enclosures: None

References: DO 026, s. 2024

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

SCHOOL-BASED MANAGEMENT  
SCHOOL GOVERNANCE COUNCIL

FTAD- MDS



## TRAINING MATRIX

### EMPOWER, ENGAGE, ELEVATE: ORIENTATION ON SCHOOL GOVERNANCE COUNCIL MECHANISM AND FUNCTIONALITY

<i>Day 1: (Batch 1 - June 25, 2026      Batch 2 - June 29, 2026)</i>		
TIME	SESSION TOPIC	RESOURCE PERSON
8:00 - 8:30 AM	REGISTRATION	
8:30 - 9:00 AM	Preliminaries: <ul style="list-style-type: none"> <li>• National Anthem</li> <li>• Prayer</li> <li>• Quality policy Statement</li> <li>• DepEd RO VIII Hymn</li> <li>• Welcome Message</li> <li>• Checking of Attendance</li> <li>• Statement of Purpose</li> </ul>	
9:00 - 11:30 AM	Session 1: INTRODUCTION <ul style="list-style-type: none"> <li>▪ History of SGC Implementation</li> <li>▪ Legal Basis</li> <li>▪ Policy Statement</li> </ul>	M. Sarmiento
12:00 - 12:45 PM	LUNCH BREAK	
1:00 - 1:15 PM	Energizer	
1:30 - 3:00 PM	Session 2: SGC at a Glance - Chapter 1 <ul style="list-style-type: none"> <li>▪ What is SGC</li> <li>▪ Goal of SGC</li> </ul>	M. Sarmiento
3:00 - 4:30	Session 3: SGC at a Glance - Chapter 2 <ul style="list-style-type: none"> <li>▪ Invite</li> <li>▪ Composition of SGC</li> <li>▪ SGC Structure</li> <li>▪ Roles &amp; Responsibilities of SGC Officers and Members</li> <li>▪ SGC Election</li> </ul>	G. Mangaliman
4:30 - 5:00	Q & A	
<i>Day 2 (Batch 1 - June 26, 2026      Batch 2 - June 30, 2026)</i>		
8:00 - 8:30 AM	Preliminaries MOL	
8:30 - 10:00 AM	Session 4: SGC at a Glance - Chapter 3 <ul style="list-style-type: none"> <li>▪ Involve</li> <li>▪ 2 Main SGC Functions</li> <li>▪ SGC's Operations and Coordination</li> </ul>	G. Mangaliman

10:00 - 12:00	Session 5: SGC at a Glance - Chapter 4 <ul style="list-style-type: none"> <li>▪ Influence</li> <li>▪ SGC as Feedback Mechanism</li> <li>▪ Indicators of SGC Functionality Feedback Mechanism</li> <li>▪ SGC's Support and Recommendations</li> </ul>	R. Nayre
	LUNCH BREAK	
1:00 - 1:15 PM	Energizer	
1:15 - 2:00 PM	Updates and Ways Forward	M. Sarmiento
2:00 - 3:30 PM	Q & A	
3:30 - 4:30 PM	Closing Program	
4:30	Home Sweet Home	