



Republic of the Philippines  
**Department of Education**  
Region II – Cagayan Valley  
Schools Division of Nueva Vizcaya

17 June 2026

DIVISION MEMORANDUM  
No. 230, s. 2026

**CONDUCT OF TECHNICAL ASSISTANCE WORKSHOP ON THE SCHOOL GOVERNANCE COUNCIL (SGC) FUNCTIONALITY ASSESSMENT TOOL FOR PUBLIC ELEMENTARY SCHOOLS**

To: Assistant Schools Division Superintendent  
Chief Education Supervisor, School Governance and Operations Division  
Chief Education Supervisor, Curriculum Implementation Division  
PSDSs/District In-Charge  
Public Elementary School Heads  
All others concerned

1. In line with the Department of Education's commitment to strengthening participatory governance and stakeholder engagement in schools, the institutionalization of School Governance Councils (SGCs) continues to be reinforced through DepEd Order No. 26, s. 2022, which establishes SGCs as a mechanism for shared governance and community participation in school decision-making. To support the effective implementation and assessment of SGCs, the Schools Division Office of Nueva Vizcaya shall conduct a Technical Assistance Workshop on the School Governance Council (SGC) Functionality Assessment Tool for all public elementary school heads.

2. The activity aims to strengthen the capacity of school heads in the proper administration and accomplishment of the assessment tool and to improve the quality of evidence and documentation necessary for evaluating and enhancing SGC functionality. Specifically, it aims to:

- a. orient school heads on the policies, standards, and guidelines governing the establishment and operationalization of School Governance Councils pursuant to DepEd Order No. 26, s. 2022;
- b. provide technical assistance on the proper administration, completion, validation, and submission of the SGC Functionality Assessment Tool for public elementary schools; and
- c. enhance the capability of school heads in generating, organizing, and utilizing assessment results to strengthen stakeholder engagement and improve school governance practices.

3. The participants to this activity are the School Heads of all Public Elementary Schools in the Schools Division of Nueva Vizcaya.

4. The Technical Assistance Workshop shall be conducted in three (3) batches at the SDO Conference Hall, Bayombong, Nueva Vizcaya, as follows:

<b>Batch</b>	<b>Date</b>
Batch 1	July 28, 2026
Batch 2	July 29, 2026
Batch 3	July 30, 2026



**Address:** Quezon St., Don Domingo Maddela, Bayombong, Nueva Vizcaya, 3700  
**Cellphone No:** • +63 962 681 4945 • +63 992 035 2123  
**Email Address:** nuevavizcaya@depd.gov.ph  
**Website:** <https://sdonuevavizcaya.com>



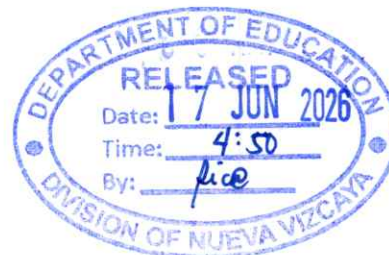
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The corresponding list of districts per batch is provided in Enclosure No. 1.

Prior to the conduct of the workshop, a Staff Orientation Workshop for the Division facilitators and technical working group members shall be conducted on July 23, 2026 at the same venue.

- Expenses to be incurred during the activity shall be charged to HRTD 2026 while the transportation expense of the participants shall be charged to School MOOE subject to the usual accounting and auditing rules and regulations.
- Immediate and wide dissemination of this Memorandum is desired.

  
**ORLANDO E. MANUEL PhD, CESO V**  
Schools Division Superintendent  
06-2026-413 





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Schools Division of Nueva Vizcaya

Enclosure No. 1 of DM No. 200 s. 2026

**List of Districts per Batch for the Conduct of the Technical Assistance Workshop  
on the SGC Functionality Assessment Tool**

**Batch 1 - July 28, 2026**

Districts	No. of School Heads/Participants
Dupax del Norte I	10
Solano I	11
Bagabag I	12
Villaverde	12
Aritao West	12
Bayombong I	12
Eastern Kayapa	19
Kasibu East	11
Dupax del Norte II	11
<b>Total</b>	<b>110</b>

**Batch 2 - July 29, 2026**

Districts	No. of School Heads/Participants
Aritao East	13
Kasibu West	22
Western Kayapa	21
Solano II	12
Bayombong II	15
Bagabag II	12
Santa Fe	15
<b>Total</b>	<b>110</b>

**Batch 3 - July 30, 2026**

Districts	No. of School Heads/Participants
Alfonso Castaneda	10
Ambaguio	16
Diadi	19
Dupax del Sur	17
Quezon	18
Bambang II	14
Bambang I	16
<b>Total</b>	<b>110</b>



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