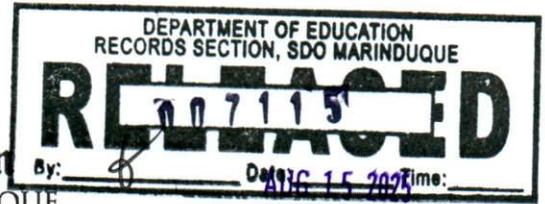




Republic of the Philippines
Department of Education
SCHOOLS DIVISION OF MARINDUQUE



Office of the Schools Division Superintendent

MEMORANDUM
SGOD-2025-118

TO: Asst. Schools Division Superintendent
Chief Education Supervisor, CID/ OIC-CES, SGOD
Public Schools District Supervisors
District SBM/SGC Coordinators
School Heads, Public Secondary Schools
All Others Concerned

FROM:  **LYNN G. MENDOZA, EdD**
OIC, Schools Division Superintendent

SUBJECT: **SUBMISSION OF SCHOOL GOVERNANCE COUNCIL (SGC) FUNCTIONALITY ASSESSMENT REPORT FOR SY 2024-2025**

DATE: August 12, 2025

1. Pursuant to DepEd Order No. 026, s. 2022, titled **Implementing Guidelines on the Establishment of School Governance Council (SGC)**, all public secondary schools are required to conduct and submit their SGC Functionality Assessment Report (SGCFAT) for School Year 2024-2025.
2. Following the said directive, this Office, thru, Project QAMEsTAhan (**Quality Assurance, Monitoring and Evaluation, Technical Assistance**) of SGOD - School Management, Monitoring and Evaluation Section, directs all public secondary school heads to accomplish the SGC Functionality Assessment Tool (SGCFAT) using the prescribed template via the following link: <https://forms.office.com/r/JucLL9Eqgf> on or before **August 30, 2025**.
3. The results of the assessment will serve as the basis for crafting the Division SGC Technical Assistance Plan for SY 2025-2026, identifying areas that require support and improvement, and validating schools that have declared their SGC as functional.
4. Schools, thru the SGC Designated/Elected Co-Chairperson and/or SGC Secretary, are also advised to maintain a hard copy of the accomplished SGCFAT, along with its corresponding Means of Verification (MOVs) for each functionality indicator. These documents must be readily available for review by Division SGC Composite Team/ Division Field Technical Assistance providers and validators during on-site visits.



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Website: <https://depedmarinduque.com>

5. Attached are the following as Enclosures:
 - a. SGC Functionality Assessment Tool (SGCFAT)
 - b. 3-Year Rolling Plan of SDO Marinduque on School Governance Council (SGC)
6. Should there be any questions or need further information, please contact Dr. Fretzie P. Alcantara, Senior Education Program Specialist – SMM&E/Division SBM Coordinator and/or Mrs. Maita M. Lazares, Education Program Supervisor/ OIC-CES, School Governance and Operations Division.
7. Immediate dissemination of and strict compliance with the contents of this Memorandum are highly desired.

/SGOD-SMM&E-FA



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SGC FUNCTIONALITY ASSESSMENT TOOL

For Secondary Schools • 2023 Rollout

In relation to the mandate of DO. 26, s. 2022 on the establishment of School Governance Council (SGC) and to ensure that all public schools are able to create functional SGCs, the Bureau of Human Resource and Organizational Development – School Effectiveness Division (BHROD-SED) shall conduct a monitoring and evaluation of SGCs through the SGC Functionality Assessment Tool ("SGC Tool").

UNDERSTANDING THE SGC FUNCTIONALITY ASSESSMENT TOOL

This **SGC Functionality Assessment Tool** aims to assess the functionality of SGCs in secondary schools. The Tool consists of the following components:

- **Two (2) Main Purposes**

1. To provide structure for **shared governance**
2. To provide a **feedback mechanism**

- **Twelve (12) Functionality Indicators**

Functionality indicators are anchored on the two main purposes of the SGC and can be found in Section VII of DO 26, s. 2022. In this SGC Tool, these indicators are grouped according to the functions per purpose. Additionally, a brief description on how the Functionality Indicator can be observed is also included to provide schools with further guidance in establishing functional SGCs.

- **Nineteen (19) Functionality Sub-indicators**

In this SGC Tool, there are seven (7) functionality indicators that have sub-indicators. Sub-Indicators are the specific activities that enable the achievement of their corresponding functionality indicator. These are divided into:

- A. **Primary Sub-Indicators**, which are the sub-indicators that **determine the achievement** of their corresponding Functionality Indicators, and thus must be met; and
- B. **Other Sub-Indicators**, which are the sub-indicators that SGCs may comply with, only when the Primary Sub-Indicator is met and applicable.

The result of the assessment shall be used as information in identifying priority areas that may need support and assistance from the different governance levels.

Determining a Functional SGC Through the SGC Functionality Assessment Tool

For an SGC to be considered functional, the Council must be able to **comply with at least 10 out of the 12 (at least 80%) Functionality Indicators** based on the **minimum MOVs** submitted. Thus, at a minimum, functional SGC complies with the following requirements:

1. **Functionality Indicators** without sub-indicators are observed (*Yes to all Functionality Indicators without sub-indicators*);
2. **Primary Sub-Indicators**, under Functionality Indicators with sub-indicators, are observed (*Yes to all Primary Sub-Indicators*);
3. **Minimum MOVs** are submitted.

The **Other Sub-Indicators** are also recommended to be attained to further strengthen the SGC's functionality. **Additional MOVs** may be submitted when available to showcase its advanced practices. In addition, ensure that the MOVs are complete and readily available during data validation of the SDOs and/or BHROD-SED.



SGC FUNCTIONALITY ASSESSMENT TOOL

For Secondary Schools • 2023 Rollout

SCHOOL PROFILE

School Name : _____

School ID : _____ Region : _____

Contact Number : _____ Division : _____

SGC PROFILE

Establishment of SGC

Newly-Established SGC

*The school has formed the SGC **after** the issuance of DO 26, s. 2022.
The SGC was established in SY 2022-2023 or later.*

With Existing SGC

*The school already has an SGC **before** the issuance of DO 26, s. 2022
The SGC was restructured in accordance with DO 26, s. 2022.*

Date of Establishment

(Month and Year)

Name of SGC : _____

HOW TO ANSWER THE SGC FUNCTIONALITY ASSESSMENT TOOL (PRINTED)

1. Functionality Indicators

Put a check mark (/) on the appropriate box:

- YES** (if the indicator is met)
- NO** (if the indicator is not met)

2. Sub-Indicators

If the Primary Sub-Indicator is not met, no need to proceed to complying with Other Sub-Indicator/s.

3. Means of Verification (MOVs)

Put a check mark (/) on the box that corresponds to the available MOV.

If **YES** to the Functionality Indicator, prepare the corresponding minimum MOVs. To showcase the SGC's advanced practices, Additional MOVs may also be submitted. If **NO**, no need to prepare or present any MOVs. In addition, ensure that the MOVs are complete and readily available when answering the ONLINE SGC Functionality Assessment Tool and during data validation of the SDOs and / or BHRD-SED

SGC FUNCTIONALITY ASSESSMENT TOOL

For Secondary Schools • 2023 Rollout

MAIN PURPOSE: STRUCTURE FOR SHARED GOVERNANCE

As a structure for shared governance, the SGC shall be an avenue where the democratic process of consultation with the school's internal and external stakeholders in the decision-making will be observed.

FUNCTION 1:

The SGC serves as a collective and consultative body for school plans, programs, activities, and strategic directions.

FUNCTIONALITY INDICATORS (FI)

1, 2, and 3

FI1 FUNCTIONALITY INDICATOR 1

THE SGC HAS MEMBERS WHO ARE INFORMED OF AND GIVEN THE OPPORTUNITY TO EXERCISE THEIR ROLES AND RESPONSIBILITIES IN THE COUNCIL.

A functional SGC has members who participate in the decision-making process.

FI1A PRIMARY SUB-INDICATOR

- YES** **The SGC has called meetings in order to create a venue for its decision-making process.**
 NO

If **YES**, prepare the following MOVs:

Minimum MOVs

- Notice of meeting (at least 1 of 4 Regular Meetings)

Additional MOVs

- Notices of meetings (2 to 4 Regular Meetings)

NOTE If the Primary Sub-Indicator is not met (NO), no need to comply with the Other Sub-Indicators.

FI1B Other Sub-Indicator

- YES** SGC members have been inducted and oriented of their roles and responsibilities as members and officers of the Council.
 NO

If **YES**, prepare the following MOVs:

Minimum MOVs

- Membership / Induction Certificates (7 to 15 voting members) **or**
 SGC Resolution on the Official List of Voting Members (7 to 15 voting members)

Additional MOVs

- Membership / Induction Certificates (non-voting members) **or**
 SGC Resolution on the Official List of Members (non-voting members)

FI1C Other Sub-Indicator

- YES** The SGC has organizational chart, including non-voting members, if applicable.
 NO

If **YES**, prepare the following MOVs:

Minimum MOVs

- Draft / Operative Organizational Chart

Additional MOVs

- Approved / Adopted Organizational Chart

FI2 FUNCTIONALITY INDICATOR 2

THE SGC HAS ESTABLISHED ITS POSITION AS A CONSULTATIVE BODY IN DEVELOPING SCHOOL POLICIES.

A functional SGC has knowledge on the needs of the school as a result of its established connection/relationship with the school committees/associations/organizations.

FI2A PRIMARY SUB-INDICATOR

- YES** **The SGC has participated actively in the formulation of the SIP/AIP and other DepEd programs, projects, and activities.**
 NO

If **YES**, prepare the following MOVs:

Minimum MOVs

- Minutes of Meeting with SPT on SIP / AIP (at least 1 meeting)

Additional MOVs

- Minutes of Meetings with SPT on SIP / AIP (2 or more meetings)
 Minutes of Meeting/s with SPT on other DepEd programs, projects, and activities (at least 1 meeting)
 SGC's Action Plan
 SGC Resolution relative to the indicator (at least 1)

SGC FUNCTIONALITY ASSESSMENT TOOL

For Secondary Schools • 2023 Rollout

NOTE If the Primary Sub-Indicator is not met (NO), no need to comply with the Other Sub-Indicators.

FI2B	Other Sub-Indicator
<input type="checkbox"/> YES	The SGC has passed recommendations to the School Head regarding concerns, policies, programs, and/or interventions raised by stakeholders.
<input type="checkbox"/> NO	
If YES , prepare the following MOVs:	
Minimum MOVs	Additional MOVs
<input type="checkbox"/> SGC Resolution relative to the indicator (at least 1)	<input type="checkbox"/> SGC Resolutions relative to the indicator (2 or more)

FI2C	Other Sub-Indicator
<input type="checkbox"/> YES	The SGC has attended meetings on the importance of upholding the rights of the child.
<input type="checkbox"/> NO	
If YES , prepare the following MOVs:	
Minimum MOVs	Additional MOVs
<input type="checkbox"/> Minutes of Meeting with CPU, CPC, or other similar DepEd organizations (at least 1 meeting)	<input type="checkbox"/> Minutes of Meetings with CPU, CPC, or other similar DepEd organizations (2 or more meetings)
	<input type="checkbox"/> SGC Resolution on promoting the rights of the child (at least 1)

FI3	FUNCTIONALITY INDICATOR 3
THE SGC HAS CONDUCTED REGULAR SGC MEETINGS AS PRESCRIBED IN THE DO 26, S. 2022 (IMPLEMENTING GUIDELINES ON THE ESTABLISHMENT OF SCHOOL GOVERNANCE COUNCIL).	
<i>A functional SGC has understood the process of discussing matters that results to the formulation of action plan responsive to school concerns.</i>	
FI3A	PRIMARY SUB-INDICATOR
<input type="checkbox"/> YES	The SGC has decided matters through a resolution, signed by all SGC voting members.
<input type="checkbox"/> NO	
If YES , prepare the following MOVs:	
Minimum MOVs	Additional MOVs
<input type="checkbox"/> SGC Resolution (at least 1)	<input type="checkbox"/> SGC Resolutions (2 or more)
	<input type="checkbox"/> SGC's Action Plan

NOTE If the Primary Sub-Indicator is not met (NO), no need to comply with the Other Sub-Indicators.

FI3B	Other Sub-Indicator
<input type="checkbox"/> YES	Agenda of meetings have included programs, projects, and activities that are supportive of the SIP, AIP, and other school priorities.
<input type="checkbox"/> NO	
If YES , prepare the following MOVs:	
Minimum MOVs	Additional MOVs
<input type="checkbox"/> Minutes of Meeting mentioning meeting agenda (at least 1 meeting)	<input type="checkbox"/> Minutes of Meeting mentioning meeting agenda (2 or more meetings)

FI3C	Other Sub-Indicator
<input type="checkbox"/> YES	All regular meetings have been conducted with a quorum of 50%+1 of the total SGC voting membership.
<input type="checkbox"/> NO	
If YES , prepare the following MOVs:	
Minimum MOVs	Additional MOVs
<input type="checkbox"/> Minutes of Meetings specifying required quorum (at least 1 of 4 Regular Meetings)	<input type="checkbox"/> Minutes of Meetings specifying required quorum (2 - 4 Regular Meetings)

FI3D	Other Sub-Indicator
<input type="checkbox"/> YES	Regular meetings have minutes.
<input type="checkbox"/> NO	
If YES , prepare the following MOVs:	
Minimum MOVs	Additional MOVs
<input type="checkbox"/> Minutes of Meeting (at least 1 of 4 Regular Meetings)	<input type="checkbox"/> Minutes of Meetings (2 - 4 Regular Meetings)

SGC FUNCTIONALITY ASSESSMENT TOOL

For Secondary Schools • 2023 Rollout

FUNCTION 2:

The SGC serves as the overall coordinating body that will synergize, harmonize and put together the work of the different school committees, including but not limited to the SPT, School Disaster Risk Reduction Management (DRRM) Committee, Child Protection Committee (CPC), Supreme Pupil Government / Supreme Student Government, Faculty Club, Non-teaching Association, PTA, Alumni Associations, DepEd-recognized teacher organizations, and National Employees Union at school level, among others.

FUNCTIONALITY INDICATORS (FI)

4 and 5

FI4 FUNCTIONALITY INDICATOR 4

THE SGC HAS ORGANIZED MEETINGS WITH AND ATTENDED MEETINGS OF DIFFERENT SCHOOL COMMITTEES AND ORGANIZATIONS TO ENSURE ALIGNMENT OF WORK.

A functional SGC has ensured the involvement of different school committees and organizations in harmonizing their proposed and existing programs, projects, and activities.

FI4A PRIMARY SUB-INDICATOR

- YES** The SGC has organized meetings with different school stakeholders to harmonize proposed and existing programs, projects, and activities.
- NO**

If **YES**, prepare the following MOVs:

Minimum MOVs

- Minutes of Meeting with stakeholders on programs, projects, and activities (at least 1 meeting)

Additional MOVs

- Minutes of Meetings with stakeholders on programs, projects, and activities (2 or more meetings)
- SGC's Action Plan
- SGC Resolution relative to the indicator (at least 1)

NOTE If the Primary Sub-Indicator is not met (NO), no need to comply with the Other Sub-Indicators.

FI4B Other Sub-Indicator

- YES** The SGC has been represented in meetings organized by different school committees and organizations.
- NO**

If **YES**, prepare the following MOVs:

Minimum MOVs

- Any document reporting the discussion from the meeting attended (at least 1 meeting)

Additional MOVs

- Any documents reporting the discussion from the meeting attended (2 or more meetings) **or**
- Copy of the Minutes of Meetings from school committees and organizations

FI4C Other Sub-Indicator

- YES** The SGC has met and discussed with school stakeholders its role as oversight on school planning and resource use.
- NO**

If **YES**, prepare the following MOVs:

Minimum MOVs

- Minutes of Meetings with different school stakeholders (at least 1 meeting)

Additional MOVs

- Minutes of Meetings with different school stakeholders (2 or more meetings) **or**
- SGC Resolution relative to the indicator (at least 1)

FI5 FUNCTIONALITY INDICATOR 5

THE SGC HAS COORDINATED WITH THE SCHOOL HEAD THE CONCERNS OF THE DIFFERENT SCHOOL COMMITTEES AND ORGANIZATIONS TO SYNCHRONIZE PROGRAMS, PROJECTS, AND ACTIVITIES IN THE SCHOOL.

A functional SGC has been a conduit between the different school committees and organizations and the school management.

FI5A PRIMARY SUB-INDICATOR

- YES** The Co-Chairpersons have communicated the direction of the SGC to the School Head.
- NO**

If **YES**, prepare the following MOVs:

Minimum MOVs

- Copy of the communication / transmittal letter to the School Head reflecting the direction of the SGC

Additional MOVs

- Any document with citations on SGC's recommendation released by the school management / School Head
- School Head's acknowledgment of SGC (SOSA, speeches, newsletter, etc.)

SGC FUNCTIONALITY ASSESSMENT TOOL

For Secondary Schools • 2023 Rollout

FUNCTION 3:

The SGC serves as a platform cultivating the spirit of *bayanihan* to support the school and encourage stakeholder participation in the implementation of DepEd policies and programs, while promoting equal opportunity for all regardless of age, gender, disability, marital status, ethnicity, and religious beliefs.

FUNCTIONALITY INDICATORS (FI)

6, 7, and 8

FI6 FUNCTIONALITY INDICATOR 6

THE SGC HAS TAKEN PART IN THE CONDUCT OF NEEDS-BASED AND APPROPRIATE STAKEHOLDER-INITIATED PROGRAMS AND ACTIVITIES I.E., BRIGADA ESKWELA, GULAYAN SA PAARALAN, ETC..

A functional SGC has supported stakeholder-initiated programs and activities by encouraging active participation of the stakeholders.

FI6A PRIMARY SUB-INDICATOR

- YES** The SGC has been involved in the development of stakeholder-initiated programs and activities.
- NO**

If YES, prepare the following MOVs:

Minimum MOVs

- Minutes of Meeting with stakeholders on stakeholder-initiated programs and activities (at least 1 meeting)
- Concept note / Project brief, or similar document (at least 1)

Additional MOVs

- Concept note / Project brief, or similar document (2 or more)
- Copy of the project proposal on stakeholder-initiated programs and activities
- SIP, AIP, SRC, and SMEA (specify the page in the reports)

NOTE If the Primary Sub-Indicator is not met (NO), no need to comply with the Other Sub-Indicators.

FI6B Other Sub-Indicator

- YES** The SGC has monitored and evaluated the impact/success of stakeholder-initiated programs and activities.
- NO**

If YES, prepare the following MOVs:

Minimum MOVs

- Report on the assessment / monitoring and evaluation of stakeholder-initiated program and/or activity (at least 1 program / activity)

Additional MOVs

- Report on the assessment / monitoring and evaluation of stakeholder-initiated programs and/or activities (for 2 or more programs / activities)
- SIP, AIP, SRC, SMEA, and School Project Monitoring Reports

FI6C Other Sub-Indicator

- YES** The SGC has established linkages with other stakeholders and/or referred potential partners to the School Head.
- NO**

If YES, prepare the following MOVs:

Minimum MOVs

- SGC resolution on the referral of the identified potential partner (at least 1 partner)

Additional MOVs

- SGC resolution on the referral of the identified potential partner (2 or more partners)
- Copy of the MOA, DOD, DOA, etc., reflecting the name/s of the referred partner/s (at least 1 partner)

FI7 FUNCTIONALITY INDICATOR 7

- YES** THE SGC HAS RECOMMENDED POLICIES AND PROGRAMS TO THE LOCAL SCHOOL BOARD (LSB) TO STRENGTHEN RELATIONSHIP WITH THE LGU.
- NO**

A functional SGC has informed the LGU / community of the needs of the school to strengthen relationship and seek support.

If YES, prepare the following MOVs:

Minimum MOVs

- SGC Resolution recommending the SIP to LSB; or
- Any document recommending policy / program to the LSB, based on the SIP

Additional MOVs

- Proof of endorsement of the SGC Resolution to the SDS and transmittal to the LSB

SGC FUNCTIONALITY ASSESSMENT TOOL

For Secondary Schools • 2023 Rollout

FI8 FUNCTIONALITY INDICATOR 8

- YES THE SGC HAS INVOLVED THE DIFFERENT SECTORS TO ENSURE INCLUSIVE REPRESENTATION OF STAKEHOLDERS IN THE COUNCIL.**
- NO**

A functional SGC has encouraged the participation of school stakeholders from all backgrounds or sectors to ensure inclusivity among members of the council.

If **YES**, prepare the following MOVs:

Minimum MOVs

- SGC Resolution on involving various sectors

Additional MOVs

- Official list of members with expanded membership (inclusive and diverse in terms of age, gender, religion, ethnicity, and political beliefs)
- SGC Resolution on inclusiveness, diversity, equity, and accessibility

MAIN PURPOSE: FEEDBACK MECHANISM

As a feedback mechanism, the SGC shall be a feedback link between the school stakeholders (learners, parents, and other school stakeholders) and school management (school head and personnel) on school performance and service quality.

FUNCTION 1:

The SGC helps the school improve and sustain its feedback system by strengthening practices that promote stakeholders' participation.

FUNCTIONALITY INDICATORS (FI)

9 and 10

FI9 FUNCTIONALITY INDICATOR 9

- YES THE SGC HAS PARTICIPATED IN SCHOOL GENERAL ASSEMBLIES, PTA CONFERENCES, STAKEHOLDER CONVERGENCE, SOSA, AND/OR OTHER STAKEHOLDER ENGAGEMENT ACTIVITIES AND INITIATIVES.**
- NO**

A functional SGC has encouraged open communication among school internal and external stakeholders in order to gather feedback essential to making informed decisions and recommendations.

If **YES**, prepare the following MOVs:

Minimum MOVs

- SGC Report on the issues / concerns raised during school activities / events

Additional MOVs

- Minutes of Meetings (SGC meetings) where issues / concerns are discussed
- Photo documentation of school activities / events

FI10 FUNCTIONALITY INDICATOR 10

- YES THE SGC HAS ORGANIZED DISCUSSIONS AND FORUMS THAT INVITE AND INSPIRE STAKEHOLDERS TO ENGAGE AND PARTICIPATE.**
- NO**

A functional SGC has established a platform for communication where school internal and external stakeholders can engage, participate, and provide feedback which will be used as basis for school improvement.

If **YES**, prepare the following MOVs:

Minimum MOVs

- Documentation of the organized / conducted program (at least 1)
- Minutes of the meetings where issues / concerns are discussed

Additional MOVs

- Documentation of the organized / conducted program (2 or more), following the SGC's Calendar of Events (as provided by CO)
- Photo documentation of school activities / events

SGC FUNCTIONALITY ASSESSMENT TOOL

For Secondary Schools • 2023 Rollout

FUNCTION 2:

The SGC assists the school in ensuring transparency in its operations and performance, specifically school programs and resources management.

FUNCTIONALITY INDICATOR (FI)

11

FI11 FUNCTIONALITY INDICATOR 11

THE SGC HAS ASSISTED THE SCHOOL IN COMMUNICATING INFORMATION TO THE SCHOOL STAKEHOLDERS THROUGH THE SRC, TRANSPARENCY BOARD, ETC..

A functional SGC has promoted transparency by utilizing various communication platforms to make school data and information accessible to school stakeholders.

FI11A PRIMARY SUB-INDICATOR

- YES** The SGC has promoted access to school data and information through Transparency Board, SRC, and other reports on operations and performance of school programs and resource management.
- NO**

If **YES**, prepare the following MOVs:

Minimum MOVs

- SGC Resolution on access to information (school data and information)
- SGC's Action Plan on promoting access to information

Additional MOVs

- Advocacy plan on the school's use of the Transparency Board, SRC, and other reports to access school data
- School Head's endorsement on the use of the Transparency Board, SRC, and other reports to access school data
- Photo Documentation of the transparency board or bulletin board

NOTE If the Primary Sub-Indicator is not met (NO), no need to comply with the Other Sub-Indicators.

FI11B Other Sub-Indicator

- YES** The SGC has established alternative communication platform/s (e.g., social media, such as but not limited to Facebook, Twitter, or Instagram, email or text blast, etc.) where information regarding SGC announcements and activities can be accessed from.
- NO**

If **YES**, prepare the following MOVs:

Minimum MOVs

- SGC Resolution on the use of approved alternative communication platform/s

Additional MOVs

- SGC's Alternative Communication Platform (with regular updates):
 - Online (Link/s):
 - Website: _____
 - Facebook Page / Group: _____
 - Other Platform/s: _____
 - Offline (Copy of printed materials such as newsletters, posters, pamphlets, tarpaulin banners, etc.)

FUNCTION 3:

The SGC recommends ways of improving the quality of basic education services and school performance to the school management and school planning team, and its means of respecting, protecting, fulfilling, and promoting children's rights in the education context.

FUNCTIONALITY INDICATOR (FI)

12

FI12 FUNCTIONALITY INDICATOR 12

- YES** THE SGC HAS SUGGESTED WAYS OF IMPROVING THE QUALITY OF SIP, AIP, AND OTHER DEPED PROGRAMS, PROJECTS, AND ACTIVITIES.
- NO**

A functional SGC has communicated feedback and suggestions to school management in order to improve accomplishment of SIP, AIP, and other programs, projects, and activities.

If **YES**, prepare the following MOVs:

Minimum MOVs

- SGC Resolution on the recommendation on ways of improving the quality of SIP, AIP, and other DepEd programs, projects, and activities (at least 1)

Additional MOVs

- SGC Resolutions on the recommendations on ways of improving the quality of SIP, AIP, and other DepEd programs, projects, and activities (2 or more)



Republic of the Philippines
Department of Education
SCHOOLS DIVISION OF MARINDUQUE

3-YEAR ROLLING PLAN SCHOOL GOVERNANCE COUNCIL(SGC) FUNCTIONALITY

No.	Division	School ID	School Name	Final Score	Status (SY 2023-2024)	3-year Rolling Plan		
						SY 2024-2025	SY 2025-2026	SY 2026-2027
1	Marinduque	301528	Alobo National High School	11	FUNCTIONAL	Sustained SGC Functionality	Sustained SGC Functionality	Sustained SGC Functionality
2	Marinduque	301529	Argao National High School	6	NOT YET FUNCTIONAL	Functional SGC	Sustained SGC Functionality	Sustained SGC Functionality
3	Marinduque	301530	Balanacan National High School	7	NOT YET FUNCTIONAL	Functional SGC	Sustained SGC Functionality	Sustained SGC Functionality
4	Marinduque	301531	Bangbang National High School	12	FUNCTIONAL	Sustained SGC Functionality	Sustained SGC Functionality	Sustained SGC Functionality
5	Marinduque	301532	Bognuyan National High School	3	NOT YET FUNCTIONAL	Increased Functionality Score	Functional SGC	Sustained SGC Functionality



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6	Marinduque	301533	Bonliw National High School	10	FUNCTIONAL	Sustained SGC Functionality	Sustained SGC Functionality	Sustained SGC Functionality
7	Marinduque	301534	Botilao National High School	6	NOT YET FUNCTIONAL	Functional SGC	Sustained SGC Functionality	Sustained SGC Functionality
8	Marinduque	301535	Buenavista National High School	12	FUNCTIONAL	Sustained SGC Functionality	Sustained SGC Functionality	Sustained SGC Functionality
9	Marinduque	301536	Buenavista NHS - Bagacay Annex	1	NOT YET FUNCTIONAL	Increased Functionality Score	Functional SGC	Sustained SGC Functionality
10	Marinduque	301537	Buenavista NHS - Daykitin Annex	8	NOT YET FUNCTIONAL	Functional SGC	Sustained SGC Functionality	Sustained SGC Functionality
11	Marinduque	301538	Buenavista NHS - Lipata-Tungib Annex	2	NOT YET FUNCTIONAL	Increased Functionality Score	Functional SGC	Sustained SGC Functionality
12	Marinduque	301539	Buenavista NHS - Sihi Annex	7	NOT YET FUNCTIONAL	Functional SGC	Sustained SGC Functionality	Sustained SGC Functionality
13	Marinduque	301540	Butansapa National High School	3	NOT YET FUNCTIONAL	Increased Functionality Score	Functional SGC	Sustained SGC Functionality
14	Marinduque	301541	Cawit National Comprehensive High School	1	NOT YET FUNCTIONAL	Increased Functionality Score	Functional SGC	Sustained SGC Functionality
15	Marinduque	301542	Dolores National High School	12	FUNCTIONAL	Sustained SGC Functionality	Sustained SGC Functionality	Sustained SGC Functionality

16	Marinduque	301543	Hupi National High School	4	NOT YET FUNCTIONAL	Increased Functionality Score	Functional SGC	Sustained SGC Functionality
17	Marinduque	301544	Ilaya National High School	11	FUNCTIONAL	Sustained SGC Functionality	Sustained SGC Functionality	Sustained SGC Functionality
18	Marinduque	301545	Ipil National High School	12	FUNCTIONAL	Sustained SGC Functionality	Sustained SGC Functionality	Sustained SGC Functionality
19	Marinduque	301546	Kasily National High School	11	FUNCTIONAL	Sustained SGC Functionality	Sustained SGC Functionality	Sustained SGC Functionality
20	Marinduque	301547	Kilo-Kilo National High School	3	NOT YET FUNCTIONAL	Increased Functionality Score	Functional SGC	Sustained SGC Functionality
21	Marinduque	301548	Landy National High School	12	FUNCTIONAL	Sustained SGC Functionality	Sustained SGC Functionality	Sustained SGC Functionality
22	Marinduque	301549	Makapuyat National High School	6	NOT YET FUNCTIONAL	Functional SGC	Sustained SGC Functionality	Sustained SGC Functionality
23	Marinduque	301550	Masaguisi National High School	1	NOT YET FUNCTIONAL	Increased Functionality Score	Functional SGC	Sustained SGC Functionality
24	Marinduque	301551	Malibago National High School	1	NOT YET FUNCTIONAL	Increased Functionality Score	Functional SGC	Sustained SGC Functionality
25	Marinduque	301552	Maniwaya National High School	3	NOT YET FUNCTIONAL	Increased Functionality Score	Functional SGC	Sustained SGC Functionality

26	Marinduque	301553	Maranlig National High School	2	NOT YET FUNCTIONAL	Increased Functionality Score	Functional SGC	Sustained SGC Functionality
27	Marinduque	301554	Marinduque National High School	2	NOT YET FUNCTIONAL	Increased Functionality Score	Functional SGC	Sustained SGC Functionality
28	Marinduque	301555	Matalaba National High School	6	NOT YET FUNCTIONAL	Functional SGC	Sustained SGC Functionality	Sustained SGC Functionality
29	Marinduque	301556	Matuyatuya National High School	10	FUNCTIONAL	Sustained SGC Functionality	Sustained SGC Functionality	Sustained SGC Functionality
30	Marinduque	301557	Mogpog National Comprehensive High School	11	FUNCTIONAL	Sustained SGC Functionality	Sustained SGC Functionality	Sustained SGC Functionality
31	Marinduque	301558	Mongpong National High School	6	NOT YET FUNCTIONAL	Functional SGC	Sustained SGC Functionality	Sustained SGC Functionality
32	Marinduque	301559	Polo National High School	9	NOT YET FUNCTIONAL	Functional SGC	Sustained SGC Functionality	Sustained SGC Functionality
33	Marinduque	301560	Punong National High School	12	FUNCTIONAL	Sustained SGC Functionality	Sustained SGC Functionality	Sustained SGC Functionality
34	Marinduque	301561	Sayao National High School	7	NOT YET FUNCTIONAL	Functional SGC	Sustained SGC Functionality	Sustained SGC Functionality
35	Marinduque	301562	Sibuyao National High School	7	NOT YET FUNCTIONAL	Functional SGC 5	Sustained SGC Functionality	Sustained SGC Functionality

36	Marinduque	301563	Tagum National High School	12	FUNCTIONAL	Sustained SGC Functionality	Sustained SGC Functionality	Sustained SGC Functionality
37	Marinduque	301564	Tambangan National High School	7	NOT YET FUNCTIONAL	Functional SGC	Sustained SGC Functionality	Sustained SGC Functionality
38	Marinduque	301565	Tapuyan National High School	12	FUNCTIONAL	Sustained SGC Functionality	Sustained SGC Functionality	Sustained SGC Functionality
39	Marinduque	301566	Tigwi National High School	6	NOT YET FUNCTIONAL	Functional SGC	Sustained SGC Functionality	Sustained SGC Functionality
40	Marinduque	301567	Tiguion National High School	1	NOT YET FUNCTIONAL	Increased Functionality Score	Functional SGC	Sustained SGC Functionality
41	Marinduque	301568	Yook National High School	11	FUNCTIONAL	Sustained SGC Functionality	Sustained SGC Functionality	Sustained SGC Functionality
42	Marinduque	308801	Poctoy National High School	4	NOT YET FUNCTIONAL	Increased Functionality Score	Functional SGC	Sustained SGC Functionality
43	Marinduque	308803	Puting Buhangin National High School	11	FUNCTIONAL	Sustained SGC Functionality	Sustained SGC Functionality	Sustained SGC Functionality
44	Marinduque	308804	Paciano A. Sena Mem. High School	1	NOT YET FUNCTIONAL	Increased Functionality Score	Functional SGC	Sustained SGC Functionality
45	Marinduque	308805	Bagtingon National High School	1	NOT YET FUNCTIONAL	Increased Functionality Score	Functional SGC	Sustained SGC Functionality

46	Marinduque	342646	Torrijos Senior High School	1	NOT YET FUNCTIONAL	Increased Functionality Score	Functional SGC	Sustained SGC Functionality
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Synthesis: SGC Functional Schools in Marinduque

As of 2025, **16 out of 46 secondary schools** in the Schools Division of Marinduque have **functional School Governance Councils (SGCs)**. This represents approximately **35%** of the total target. These functional SGCs are actively engaged in school governance, contributing to decision-making, resource mobilization, and community involvement. As part of recognizing their efforts, the 16 public secondary schools with functional SGC were recognized thru Gawad Agad during the Araw ng Pagkilala: A Division Culminating Activity on the 124th Philippine Civil Service Anniversary Celebration on September 25, 2024 at SDO Marinduque Conference Hall.

Rolling Plan: 2025–2028

The Schools Division of Marinduque, through Project QAMEsTAhan (**Q**uality **A**ssurance, **M**onitoring and **E**valuation, **T**echnical **A**ssistance) aims to **gradually increase the number of functional SGCs each year**, with the goal of achieving **100% functionality (46 schools)** by the end of **2028**. The plan includes:

Yearly Targets	Target Functional SGCs
SY 2023-2024	16
SY 2024-2025	13
SY 2025-2026	17
SY 2026-2027	46 (Sustained Functional SGC)

Key Strategies:

1. **Capacity Building:** Conduct regular training and orientation for school heads, SGC members, and stakeholders.
2. **Monitoring & Evaluation:** Use the SGC Functionality Assessment Tool (SGCFAT) to track progress and identify areas for improvement.
3. **Technical Assistance:** Provide coaching and mentoring through the Division SGC Focal Persons, division SGC Composite Team, Public Schools District Supervisors
4. **Recognition & Incentives:** Highlight best practices and reward high-performing SGCs to encourage replication.
5. **Community Engagement:** Strengthen partnerships with LGUs, NGOs, and other stakeholders to support SGC initiatives.



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Expected Outcomes by 2028

- All 46 secondary schools will have **functional and empowered SGCs**.
- Increased **stakeholder participation** in school governance.
- Improved **school-based management** and learner outcomes.

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