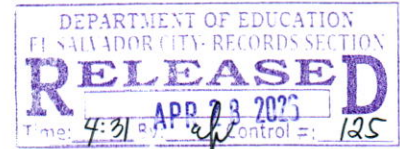




Republic of the Philippines
Department of Education
 REGION X - NORTHERN MINDANAO
 SCHOOLS DIVISION OF EL SALVADOR CITY



April 28, 2026

DIVISION MEMORANDUM

No. 125, s. 2026

**PILOT TESTING OF THE SCHOOL GOVERNANCE COUNCIL (SGC)
 FUNCTIONALITY ASSESSMENT TOOL**

To: Assistant Schools Division Superintendent
 Division Chiefs
 Curriculum and Implementation Division (CID)
 Schools Governance and Operations Division (SGOD)
 School Head, Amoros Elementary School
 School Head, Hinigdaan Elementary School
 School Head, Himaya Elementary School
 School Head, El Salvador City Central School
 School Head, Molugan Central School
 This Division

1. In line with the pilot testing of the School Governance Council (SGC) Functionality Assessment Tool for Elementary Schools, identified schools are hereby directed to attend an orientation on **May 4, 2026, Monday at 1:00 PM**. The session will be held at the **Division Conference Room, Diamond Building, El Salvador City**.

2. The following schools shall participate the pilot testing implementation:

School	School Head
Amoros Elementary School	Roger E. Pagayon
Hinigdaan Elementary School	Jigger M. Tomarong
Himaya Elementary School	Zigger E. Villahermosa
El Salvador City Central	Sammy S. Tres Reyes
Molugan Central School	Helen S. Palasan

3. The timeline for the pilot testing is as follows:

Date	Activities
May 8, 2026	Rollout of the School Governance Council (SGC) Functionality Assessment Tool for Elementary School
May 22, 2026	Closure of the Functionality Assessment Tool (Online Form)
May 27, 2026	Closure of the SGC Validation and Monitoring Sheets (both RO and SDO)
May 28, 2026	Deadline for the Submission of SDO Certification to the Regional Office
May 29, 2026	Deadline for Submission of RO to the Central Office




Address: Zone 3, Tuburan, Poblacion, El Salvador City
 Telephone Nos.: (088) 882-6326
 Email Address: elsalvador.city@deped.gov.ph
 Website: depedelsalvadorcity.net

Doc. Ref. Code	SDO-OSDS-F001	Rev	00
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4. Further, this Memorandum shall serve as the Authority to Travel for the identified School Heads of the identified schools.
5. This activity shall adhere to the Equal Opportunity Principle (EOP) wherein there is no discrimination based on age, gender, identity, sexual orientation, civil status, disability, religion, ethnicity, or political affiliation.
6. *Immediate and wide dissemination of this Memorandum is desired.*


RANDOLPH B. TORTOLA
Schools Division Superintendent

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

SGC

SGOD/smme