



Republic of the Philippines
Department of Education
REGION IX, ZAMBOANGA PENINSULA
SCHOOLS DIVISION OF DAPITAN CITY

Office of the Schools Division
Superintendent

2 October 2023

DIVISION MEMORANDUM
No. 483, s. 2023

**Division Roll-out of the School Governance Council (SGC) Functionality
Assessment Tool for Secondary Schools**

To: Assistant Schools Division Superintendent
Chief Education Supervisors, CID and SGOD
SGOD members of the Division SGC Composite Team
All Secondary School Heads and School SGC Coordinators
PSDSs and PICDs
All Others Concerned

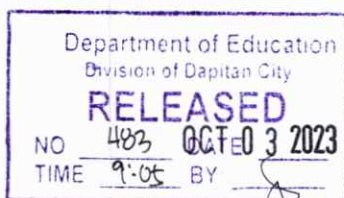
1. In pursuance to the Memorandum DM-OUHRD-2023-1399 dated September 25, 2023 RE: Roll-out of the School Governance Council (SGC) Functionality Assessment Tool for Secondary Schools. In line with this, all secondary schools are required to participate in the functionality assessment and answer the Google Forms version of the SGC functionality Assessment Tool using this link: **bit.ly/dap-sgc-tool-2023** not later than October 23, 2023.
2. The Division Composite Team shall conduct validation and progress check based on the following schedule, to wit:

DATE	ACTIVITY
1 ST Progress Check	October 25, 2023
2 nd Progress Check	November 8, 2023
3 rd Progress Check	December 6, 2023
4 th Progress Check	January 17, 2024
5 th Progress Check	February 7, 2024
Conclusion of Roll-out for SY 2023-2024	February 28, 2024

3. For widest dissemination and immediate implementation.

For the Schools Division Superintendent:

ROSALIO B. CONTURNO, JR. PhD.
OIC-Assistant Schools Division Superintendent
Officer-In-charge
Office of the Schools Division Superintendent



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