



Republic of the Philippines
Department of Education
REGION VIII
SCHOOLS DIVISION OF CALBAYOG CITY

June 29, 2026

DIVISION MEMORANDUM

NO. 248, s. 2026

**RECONSTITUTION AND INITIAL ASSEMBLY OF THE DIVISION SCHOOL
GOVERNANCE COUNCIL (SGC) COMPOSITE TEAM**

TO: Assistant Schools Division Superintendent
Chief Education Supervisor (SGOD &CID)
All Others Concerned

1. As part of the initial activity on the implementation of School Governance Council (SGC) as per DepEd Order No. 026, s. 2022 and to ensure the seamless institutionalization of shared governance across all public schools in this Division, the SDO School Governance Council (SGC) Composite Team is hereby reconstituted.

2. The SDO SGC Composite Team shall be composed of the following personnel:

Chairperson: Dr. Jun-Nilou D. Dulfo
OIC-Asst. Schools Division Superintendent

Members: Dr. Avelina P. Tupa, OIC Chief-SGOD
Oscar D. Billate Jr., EPS-SGOD/Division TA Coordinator
Dr. Joy B. Saldaña, EPS/Division Co-TA Coordinator
Rosalia M. Rivera, SEPS-SMME/SGC Focal
Robert Anthony F. Ygrubay, OIC SEPS-SMME
Carren Meryl A. Cabadsan, SEPS-SMN

Secretariat: Asther E. Bachar, EPS II-SMME
Gary H. Ballon, ITO-I

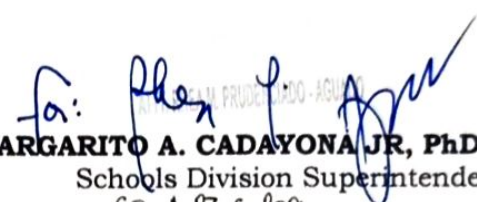
3. To operationalize this initiative, the specific duties and responsibilities of the SGC composite team are defined as follows:

- a. Cascade the SGC implementing guidelines with its functionality assessment tools, monitor school compliance, and manage partnership frameworks to School Heads;
- b. Review the SGC overarching administrative mandates and recommend official recognition of high-performing councils;
- c. Ensure the alignment of SGC community programs with the School Improvement Plan (SIP) and Annual Implementation Plan (AIP); and
- d. Provide Technical Assistance (TA) to schools in accomplishing the SGC functionality tools and the online submission process.

5. There will be an Initial Assembly of the SDO SGC Composite Team on **July 1, 2026, 2:00 PM at the Division Library Hub**. The agenda for this initial assembly shall include the following:

- a. Detailed review of the Division SGC Action Plan;
- b. Mapping out the schedules for Orientation on SGC Mechanism and Functionality, school validation and Monitoring & Evaluation (M&E); and
- c. Discuss other matters relative to SGC implementation.

7. Immediate dissemination of and strict compliance with this Memorandum is directed.

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MARGARITO A. CADAYONA JR, PhD, CESO VI
Schools Division Superintendent
S.O. + 37 S. 2026

