



Republic of the Philippines  
**Department of Education**  
REGION III  
SCHOOLS DIVISION OFFICE OF BATAAN

JAN 08 2024

**DIVISION MEMORANDUM**

No. 008 s. 2024

**DIVISION VALIDATION AND PROVISION OF TECHNICAL ASSISTANCE TO  
SECONDARY SCHOOLS ON SCHOOL GOVERNANCE COUNCILS (SGC)**

To: Assistant Schools Division Superintendent  
Chief Education Supervisors  
Education Program Supervisors  
Public Schools District Supervisors  
Public School Principals  
All Others Concerned

1. The Schools Division Office of Bataan informs the field about the conduct of **Division Validation and Provision Of Technical Assistance to Schools on School Governance Councils (SGC)** from **January 10, 2024 to January 31, 2024.**
2. This activity aims to:
  - a. Validate the documents related to SGC;
  - b. Provide technical assistance to SGC members on their roles, responsibilities, and governance best practices; and
  - c. Implement a system for monitoring and evaluating SGC activities and decisions.
3. The schedule of the monitoring is as follows:

DATE	SCHOOL	VENUE
January 10, 2024	EC Bernabe NHS Quinawan IS Saysain HS BHSA	Bagac District Office
January 18, 2024	Limay NHS Limay SHS St. Francis NHS Kinaragan IS	Limay District Office
January 19, 2024	Pablo Roman NHS Dr. Victoria Roman NHS JEAG MHS Udyong NHS	Pablo Roman NHS Dr. Victoria Roman NHS JEAG MHS Udyong NHS



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January 23, 2024	Sta. Lucia HS Layac IS	Sta. Lucia HS Layac IS
January 24, 2024	Morong NHS Morong NHS – Mabayo Annex Morong SHS Kanawan IS Sampaloc IS	Morong District Office
January 25, 2024	B. Camacho NHS Bangkal HS Samal NHS Samal NHS – Main Orani NHS – Parang-Parang  Orani NHS – Pag-asa	B. Camacho NHS Bangkal HS Samal NHS Samal NHS – Main Orani NHS – Parang-Parang Orani NHS – Pag-asa
January 30, 2024	Mariveles NHS – Poblacion Baseco NHS Ipag NHS Biaan Aeta IS Mariveles SHS – Camaya Campus Mariveles NHS – Batangas II Mariveles NHS – Malaya Mariveles NHS – Sisiman Mariveles NHS – Alasasin Mariveles NHS – New Alion Mariveles SHS – Sitio Mabuhay Lucanin IS	MNHS – Poblacion
January 31, 2024	JC Payumo MHS Luakan NHS – Annex Roosevelt NHS Tubo-Tubo IS Payangan IS	JC Payumo MHS Luakan NHS – Annex Roosevelt NHS Tubo-Tubo IS Payangan IS
February 1, 2024	Hermosa NHS – Main Hermosa NHS – Annex Mabiga IS Maite IS Pastolan IS Pulo IS Saba IS Sumalo IS	Hermosa District Office





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4. School Heads, Designated Co-Chairperson, Elected Co-Chairperson and Secretary are expected to attend the said validation bringing their SGC Files and Means of Verifications (MOVs) placed in a long folder per indicator with proper labels. Furthermore, all School Heads and Designated Co-Chairmen from the Regional Validation on SGC last December 14, 2023, are requested to join their respective districts to give technical assistance. (See Enclosure No. 1).
5. The concerned participants from schools shall prepare their own meals during their validation schedule. All expenses related to the conduct of this activity shall be charged against school MOOE/local funds, subject to the usual accounting and auditing rules and regulations.
6. This Memorandum shall serve as a Travel Authority for all concerned.
7. Immediate dissemination of this Memorandum is desired.

  
**CAROLINA S. VIOLETA, EdD, CESO VI**  
Schools Division Superintendent 

References:

DepEd Order No. 26, s. 2022  
Division Letter 170, S. 2023  
To be indicated in the Perpetual Index  
Under the following subjects:  
COUNCIL  
GOVERNANCE  
SGC  
TECHNICAL ASSISTANCE  
MONITORING  
VALIDATION



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Enclosure No. 1 to Division Memorandum \_\_\_\_, s. 2024

**DIVISION MONITORING AND VALIDATION TEAM**

DATE	TEAM	VENUE
January 10, 2024	Hermie G. Duran Francez Paulene C. Tabije Mar-Elen Fe G. Reñosa Melody Del Rosario Villorita M. Mercado	Bagac District Office
January 18, 2024	Hermie G. Duran Francez Paulene C. Tabije John R. Quiroz Amelyn Zulueta	Limay District Office
January 19, 2024	Hermie G. Duran Francez Paulene C. Tabije Gerald Lingad Marijoy B. Mendoza Gina Fontillas	Pablo Roman NHS Dr. Victoria Roman NHS JEAG MHS
January 23, 2024	Hermie G. Duran Francez Paulene C. Tabije Rojomel Idquival Jocelyn P. Reyes John Christian D. Timpog	Sta. Lucia HS Layac IS
January 24, 2024	Hermie G. Duran Francez Paulene C. Tabije Raymond Joseph V. Mendoza Dave Basto Vivian S. Garcia	Morong District Office
January 25, 2024	Hermie G. Duran Francez Paulene C. Tabije Alma R. Garcia Jessalyn Anne Linsangan Arlene Matilde Vina Cunanan	B. Camacho NHS Bangkal HS Samal NHS Samal NHS – Main Orani NHS – Parang- Parang Orani NHS – Pag-asa
January 30, 2024	Hermie G. Duran Francez Paulene C. Tabije Nico Mangaliman Ludivina S. Omania Salvacion Dagdag	MNHS – Poblacion
January 31, 2024	Hermie G. Duran	JC Payumo MHS

Kabukiran, Calaylayan, Abucay 2114 Bataan

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	Francez Paulene C. Tabije Rojomel Idquival Marlene G. Lulu Shiela Murciano Omar G. Magcalas Gina S. Cruz	Luakan NHS – Annex Roosevelt NHS Tubo-Tubo IS Payangan IS
February 1, 2024	Hermie G. Duran Francez Paulene C. Tabije Jethro M. Nocom Ara S. Velasco Sherwin G. Serrano	Hermosa District Office