



Republic of the Philippines
Department of Education
CARAGA REGION
SCHOOLS DIVISION OF SIARGAO



DIVISION MEMORANDUM

No. 08-235 s, 2026

To: Assistant Schools Division Superintendent
Chief Education Supervisor SGOD
Public Schools District Supervisors
Public Elementary and Secondary School Heads
SGC Composite Team
All others Concerned

**STRENGTHENING SCHOOL-BASED MANAGEMENT: ORIENTATION AND
WORKSHOP ON SCHOOL GOVERNANCE COUNCIL (SGC)
FUNCTIONALITY ASSESSMENT AND SCHOOL
INNOVATION AND IMPROVEMENT FUND (SIIF)
IMPLEMENTATION**

1. This office hereby informs the field and all concerned personnel of the conduct of the Strengthening School Based Management: Orientation and Workshop on School Governance Council (SGC) Functionality Assessment and School Innovation and Improvement Fund (SIIF) Implementation on August 24, 2026, at Siargao Island Convention Center, Brgy. Osmeña, Dapa, Surigao del Norte.
2. The activity aims to orient participants on the
 - a. policies, guidelines, and principles of the School Governance Council (SGC) and the School Innovation and Improvement Fund (SIIF).
 - b. Strengthen stakeholders' understanding of their roles in promoting participatory governance and accountability.
 - c. Familiarize participants with the SGC Functionality Assessment Tool and its implementation process, assess SGC functionality and identify areas for governance improvement.
 - d. Enhance competencies in planning and implementing evidence-based SIIF interventions, strengthen capacities in the effective utilization, monitoring, and documentation of SIIF-funded projects and
 - e. Familiarize participants with the DepEd InsightED, a web application that streamlines school data collection and reporting for SIIF.
3. Participants to this activity are all Public Elementary and Secondary School Heads, Public Schools District Supervisors, SGC Composite Team members, and the TWG, please see enclosure attached. All participants are requested to bring their





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laptop, extension wire, Wi-Fi modem, and a soft copy of the approved Annual Improvement Plan (AIP) for use during the activity.

4. Expenses relative to the conduct of this activity shall be charged against the School MOOE and Division MOOE fund, subject to existing accounting and auditing rules and regulations.
5. If you have questions or concerns, please contact Aquino D. Garcia, SBM Coordinator, at 09982445916 or email aquino.garcia@deped.gov.ph.
6. Immediate dissemination of this Memorandum is desired.

MANUEL O. CABERTE
Schools Division Superintendent

Reference:

Encl's:

To be indicated in the PERPETUAL INDEX under the following subjects:

SGC SIIF

sgod/adg
08/18/26

LIST OF PARTICIPANTS

1	MANUEL O. CABERTE	Schools Division Superintendent
2	HAREM L. TARUC, PHD	Chief Education Supervisor
3	AQUINO D. GARCIA	Senior Education Program Specialist - SM M & E
4	LOUWYN E. GUBATON	Education Program Specialist II - SM M & E
5	FEROSANA D. TESIORNA	Senior Education Program Specialist - HRD
6	LOWELA B. ESPANTO	Education Program Specialist II - HRD
7	LOUELA G. VILLEGAS	Budget Officer III
8	MARICRIS O. SULAPAS, CPA	Accountant III
9	FERNANDO A. DONES, JR	Education Program Supervisor
10	ISAGANI B. CALIDGUID	Planning Officer III
11	LEAH G. MONES	Public Schools District Supervisor
12	ROLANDO S. SAPURAS	Public Schools District Supervisor
13	KATHLEEN M. JORNALES	Public Schools District Supervisor
14	EMILIE C. POMOY	Public Schools District Supervisor
15	REGEMIE A. ALBURO	Public Schools District Supervisor
16	JULIUS P. TESIORNA	Public Schools District Supervisor
17	MARITES M. PETALLO	Public Schools District Supervisor
18	JOSEPH D. SOLANA	Public Schools District Supervisor
19	GIRLIE JOI BAMBA C. SANICO	Public Schools District Supervisor
20	SARACHEN L. SANGCO	Public Schools District Supervisor
21	Aissa D. Ijapon	School Head
22	Alda G. Minorca	School Head
23	Alejo D. Obrial Jr.	School Head
24	Alma C. Esparrago	School Head
25	Alma P. Litang	School Head
26	Ana Maria Tomasita C. Espejon	School Head
27	Archie E. Rosillo	School Head
28	Argie B. Tisang	School Head
29	Ariel B. Espadero	School Head
30	Arlene H. Cometa	School Head
31	Arnel S. Rosende	School Head
32	ARVEE JOY S. ROCOLCOL	School Head
33	Bebelyn C. Tokong	School Head
34	Bernardo G. Golindang	School Head
35	Bonifacio M. Decoy, Jr.	School Head
36	Bryan C. Ruaya	School Head
37	Carmen G. Guilaran	School Head
38	Charity G. Toldo	School Head
39	Cherry Joy G. Consigna	School Head
40	Christoper C. Salvaloza	School Head
41	Clinton M. Mazo	School Head
42	Dacel P. Medrano	School Head
43	Danilo E. Racho	School Head
44	Dante S. Dacera	School Head
45	Dexter L. Consigna	School Head
46	Donald C. Dapar	School Head
47	Edgardo S. Golo	School Head
48	Elfrejun P. Flores	School Head
49	Elgenia S. Ibarra	School Head
50	Emalyn R. Blancada	School Head
51	ENRIQUE T. DELULA II (SIC)	School Head
52	Eres B. Navarro	School Head
53	Esmaela Diann M. Piao	School Head
54	Eva B. Penecitos	School Head

55	GEBB MANRIV L. OCON	School Head
56	Gemma E. Ortiz	School Head
57	Genadyn V. Polanco	School Head
58	Genedina B. Galila	School Head
59	Geraldine E. Arcular	School Head
60	Geraldine G. Cervantes	School Head
61	Gina R. Tabuzo	School Head
62	Ginalyn S. Mullanida	School Head
63	Ginalyn S. Mullanida	School Head
64	Giovanette D. Espejon	School Head
65	Glenn B. Resnera	School Head
66	Glenn C. Dela Cruz	School Head
67	Grennel C. Capillanes	School Head
68	Hipolito V. Tisang	School Head
69	Honey R. Tagalo	School Head
70	Irwin E. Gocela	School Head
71	Jacqueline E. Gubaton	School Head
72	Jaime Jeffrey A. Comon	School Head
73	Jamell Icill F. Padios	School Head
74	Jamelle M. Cubillan	School Head
75	Jamelle M. Cubillan	School Head
76	Jaslilpone V. Birao	School Head
77	Jegger P. Rudela	School Head
78	Jenel G. Taruc	School Head
79	Jerry R. Dulguime	School Head
80	Jerry R. Dulguime	School Head
81	Jesette J. Dolar	School Head
82	Jessica C. Dulguime	School Head
83	Jessica V. Dizon	School Head
84	Joan J. Arlan	School Head
85	Jocelyn M. Vosotros	School Head
86	John Mark D. Domiños	School Head
87	John Mark D. Petallo	School Head
88	Jonathan C. Gubantes	School Head
89	Jonathan M. Donato	School Head
90	Jorly L. Buo	School Head
91	Joseph D. Bonono III	School Head
92	Jovy C. Liza	School Head
93	Juan L. Longos	School Head
94	Jucris S. Cinco	School Head
95	Juliet T. Calunia	School Head
96	Junel P. Garido	School Head
97	Kem E. Abuton, Jr.	School Head
98	Krissia Y. Petallo	School Head
99	Leonardo G. Despoy, Jr.	School Head
100	Lilian L. Murillo	School Head
101	Louela C. Antolin	School Head
102	Lovely S. Agudo	School Head
103	Lucas S. Iballa	School Head
104	Luz C. Longos	School Head
105	Ma. Leanez E. Española	School Head
106	MA. MONALISA S. MATULAC	School Head
107	Ma. Odette M. Solloso	School Head
108	MA. RIA GEGE GLENN G. SAVA	School Head
109	Madelyn T. Labe	School Head

110	Maisan P. Mascardo	School Head
111	MAR FLOR D. ARLAN	School Head
112	Marialen P. Solloso	School Head
113	Maricris F. Ortojan	School Head
114	Marie Irish E. Gocela	School Head
115	Marietta P. Tagalo	School Head
116	Marietta T. Najial	School Head
117	Marlene R. Ruaya	School Head
118	Marvic P. Castronuevo	School Head
119	Marysol A. Estorba	School Head
120	Mateo P. Intano, Jr.	School Head
121	Matosalem L. Polvorosa	School Head
122	May Sheila S. Agad	School Head
123	Mayeth Q. Guma	School Head
124	Melinda C. Buyain	School Head
125	Meriam E. Jabines	School Head
126	Methos Lian Q. Juanite	School Head
127	Michael E. Gonzales	School Head
128	Nancy D. Bendanillo	School Head
129	Paulina R. Flores	School Head
130	Pemie L. Agan	School Head
131	Prisco C. Dulpina	School Head
132	Raffy E. Dolor	School Head
133	Raquel O. Cervantes	School Head
134	Raymart D. Ranara	School Head
135	Reggy C. Asupre (SIC)	School Head
136	Reiner S. Oraliza (SIC)	School Head
137	Remedios P. Madlos	School Head
138	Rex Mardy C. Labe	School Head
139	Reyna C. Toldo	School Head
140	Reynold R. Minguita	School Head
141	Reysan J. Tesiorna	School Head
142	Rhea Luz D. Sarong	School Head
143	Richard T. Tormento	School Head
144	Ritchell L. Escobia	School Head
145	Rolan C. Raza	School Head
146	Rolanda G. Mendaña	School Head
147	Rolando A. Dramayo	School Head
148	Ronel E. Suan	School Head
149	Ronito C. Dotillos	School Head
150	Sammy E. Baylan	School Head
151	Sheila Jane D. Lasala	School Head
152	Shinn Mark J. Engroba	School Head
153	Virginchita A. Gorgonio	School Head
154	Virginia B. Lubapis	School Head
155	Winda M. Minglana	School Head
156	ZOCYTH O. ALABA	School Head



ACTIVITY CONTENT AND MATRIX:

Time	Activity	Responsible Person
August 24, 2026		
7:00 AM – 8:30 AM	Arrival and Registration	TWG
8:30 AM – 9:00 AM	Opening Program	
	National Anthem	AVP
	Prayer	AVP
	Welcome Remarks/Statement of Purpose	Harem L. Taruc – Chief SGOD
	Acknowledgment of Participants Message	Louwyn E. Gubaton – EPS II Manuel O. Caberte – SDS
9:00 AM – 10:00 AM	SGC Functionality Assessment	Harem L. Taruc, PhD – SGOD Chief
10:00 AM - 11:00 AM	User Guide Volume 1: Prepare and Respond	Aquino D. Garcia – SEPS SMME
11:00 AM – 12:00 NN	Workshop	
12:00 NN – 1:00 PM	Lunch Break	
1:00 PM – 2:00 PM	SIIF Guidelines discussion Proper	Aquino D. Garcia – SEPS SMME
2:00 PM – 2:30 PM	Open Forum on Guidelines	
2:30 PM – 4:30 PM	Tool Navigation Walkthrough InsightEd Workshop	
4:30 PM - 5:00 PM	Closing Program	