



Republic of the Philippines  
**Department of Education**  
SOCCSKSARGEN REGION  
SCHOOLS DIVISION OF SARANGANI

02 May 2025

**DIVISION MEMORANDUM**  
SGOD-2025-067

CONDUCT OF DIVISION MONITORING, EVALUATION AND PLAN ADJUSTMENT  
(DMEPA) CUM ORIENTATION OF DEPED ORDER NO. 007, s. 2024: POLICY  
GUIDELINES ON THE IMPLEMENTATION OF THE REVISED SCHOOL-BASED  
MANAGEMENT (SBM) SYSTEM AND ESTABLISHMENT OF SCHOOL  
GOVERNANCE COUNCIL IN THE ELEMENTARY LEVEL

To: Chief Education Supervisors  
Education Program Supervisors Concerned  
Public Schools District Supervisors Concerned  
Public Elementary and Secondary School Heads Concerned

1. With reference to DepEd Order No. 029, s. 2022 and Region Memorandum QAD-2023-013 which mandates operating units in all governance level to regularly determine performance relative to plans, policies, systems and processes; and in pursuant to DepEd Order No. 007, s. 2024 on the Policy Guidelines on the Implementation of the Revised School-Based Management (SBM) System and DepEd Order No. 26, s. 2022 on the Implementing Guidelines on the Establishment of School Governance Council, this division through the SGOD-SMME section will conduct a face-to-face (lived-out) Division Monitoring, Evaluation and Plan Adjustment (DMEPA) cum orientation on the SBM System and Establishment of School Governance Council on May 5 & 6, 2025 from 8:30 a.m. to 5:00 p.m. at the Green Leaf Hotel, General Santos City.

2. The activity aims to:

- a. Assess the progress of programs and projects, identify issues and bottlenecks, and make necessary adjustments to plans and strategies for continuous improvement.
- b. Conduct an in-depth discussion on the revised school-based management system.
- c. Assist the School-Based Management Coordinators on the continuous improvement process in the SBM that will ensure the transformation of schools into effective organizations.
- d. Establish a functional School Governance Council in all public elementary and secondary schools; and
- e. Provide technical assistance to the implementation of SGC and SBM.

3. The Participants in this orientation are the District Supervisors/Principals-In-Charge and some identified School Heads of Public Elementary, Secondary, and Integrated Schools.


4. In case a participant cannot join the said orientation due to other equally important activities or unforeseen circumstances, he/she should send an alternate



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and inform the SMME Section in writing at least 2 days prior to the conduct of the activity; or he/she may also bring the authorization letter on the day of the said activity.

5. Expenses relative to this activity shall be charged against local funds subject to the usual accounting and auditing rules and regulations.
6. For inquiries, contact Ms. Araceli J. Dinopol at 0918-468-8641.
7. For the information and guidance of all concerned.

  
**ATTY. NELYN B. FRINAL, CESO VI**  
Assistant Schools Division Superintendent  
Officer-in-Charge  
Office of the Schools Division Superintendent

Encl.: As stated

Reference: As stated

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

**ORIENTATIONS  
PROGRAMS**

AJD/SGOD-SMMES/MLA – conduct of division monitoring, evaluation and plan adjustment (dmepa) cum orientation of deped order no. 007, s. 2024: policy guidelines on the implementation of the revised school-based management (sbm) system and establishment of school governance council in the elementary level

0403/May 2, 2025

Enclosure 1: **ACTIVITY MATRIX**

**\*DAY 1**

TIME	ACTIVITY	PERSON/S INVOLVED/IN-CHARGE
8:00-9:00 AM	<b>Arrival/Registration of participants</b>	– SMME
9:00- 9:30 AM	<b>Opening Program</b>	
	<i>Preliminaries</i>	– AVP
	<i>Presentation of Participants</i>	– <b>Araceli J. Dinopol</b> /SGOD SMM&ES-SEPS
	<i>Statement of Purpose</i>	– <b>Ma. Shirley M. Cardinal</b> / SGOD Chief
	<i>Message</i>	– <b>Atty. Nelyn B. Frinal, CESO VI</b> / ASDS
<b>Orientation Proper. . .</b>		
9:30-12:00Noon	<i>Policy Guidelines on the Implementation of the Revised School-Based Management (SBM) System.</i>	– <b>Ma. Shirley M. Cardinal</b> /SGOD Chief
12:00-1:00pm	<b>Lunch Break</b>	
1:00-2:00pm	<i>Continuation of the Orientation:</i>  <i>Policy Guidelines on the Implementation of the Revised School-Based Management (SBM) System.</i>	– <b>Adriano A. Daligdig</b> /SGOD-EPS
2:00-3:30pm	<i>Workshop (SBM Checklist)</i>	– <b>Araceli J. Dinopol</b> /SGOD SMM&ES-SEPS
3:30-5:00pm	<i>Wrap Up/ Ways forward</i>	– <b>Araceli J. Dinopol</b> /SGOD SMM&ES-SEPS
<b>End of Day 1 of 2</b>		

**\*DAY 2**

TIME	ACTIVITY	PERSON/S INVOLVED/IN-CHARGE
9:00-9:30am	<i>Opening Preliminaries</i>	– AVP

<b><i>Orientation and discussion proper. . .</i></b>		
9:00-12:00Noon	<i>Establishment of School Governance Council</i>	– <b>Ismael R. Villaluz</b> /SGOD SMN-EPS II
12:00-1:00pm	<b><i>Lunch Break</i></b>	
1:00-4:00pm	<i>Continuation...  Establishment of School Governance Council</i>	– <b>Ismael R. Villaluz</b> /SGOD SMN-EPS II – <b>Araceli J. Dinopol</b> /SGOD SMM&E-SEPS
4:00pm-5:00pm	<i>Closing program...</i>	– <b>Araceli J. Dinopol</b> /SGOD SMME-SEPS
<b><i>End of Day 2 of 2</i></b>		

## Enclosure 2. **LIST OF PARTICIPANTS**

### **A. Division Personnel**

<b>Name</b>	<b>Position / Designation</b>	<b>Role</b>
1. Atty. Nelyn B. Frinal, CESO VI	ASDS	
2. Donna S. Panes	CID Chief	Participant
3. Ma. Shirley M. Cardinal	SGOD Chief	Resource Person
4. Adriano A. Daligdig	SGOD-EPS	Resource Person/Participant
5. Reynaldo C. Tagala	CID-EPS	Participant
6. Mario S. Donio	CID-EPS	Participant
7. Romeo L. Martin	SGOD SMN-SEPS	Participant
8. Felipe B. Tuyogon, Jr.	SGOD P&R-SEPS	Participant
9. Marlou M. de Arce	CID-EPSvr	Participant
10. Norie L. Bagnol	CID-EPS II (ALS)	Participant
11. Irma May G. Dinastas	OSDS-AO V	Participant
12. Marlon P. Agad	SGOD-PDO II-DRRM	Participant
13. Rehanee P. Sambuto	SGOD-SEPS	Participant
14. Dr. Lyn Frances Dominique P. Gumban, MD	Medical Officer III	Participant
15. Junellete Mabunga	SGOD-PDO 1/ Youth Formation Coord.	Participant
16. Araceli J. Dinopol	SGOD SMM&E-SEPS	Resource Person/Coordinator
17. Jestoni C. Sales	SGOD SMM&E-EPS II	Facilitator
18. Ismael R. Villaluz	SGOD SMN-EPS II	Resource Person/Facilitator
19. Estylinda G. Tudayan	Nurse II	Attending Nurse

### **B. PSDS Personnel**

<b>Name</b>	<b>Position / District</b>	<b>Role</b>
20. Fredgie P. Pasco	Alabel 2	Participant
21. Johnny S. Bantulo	Alabel 4	Participant
22. Felix A. Bareñan, Jr.	Glan 1 & 4	Participant
23. Glenn M. Castillas	Malapatan 1 & 2	Participant
24. Noli G. Cabaylo	Malungon 1 & 3	Participant
25. Fernie L. Cabanalan	Malungon 2 & 4	Participant
26. Taya A. Saling	Maasim 1,2 & 3	Participant
27. Pacita A. Ramos	Kiamba 1 & 3	Participant
28. Argelio D. Arago	Maitum 2	Participant
29. Glenda L. Elem	Malapatan 1 & 2	Participant

### **C. Principal-In-Charge (PIC)**

<b>Name</b>	<b>Position / District</b>	<b>Role</b>
30. Ferdinand S. Simon	P2-Alabel 1	Participant
31. Roy D. Tribunalo	P2, Glan 2	Participant
32. Pinky G. Tanap	P2/DPIC-Glan 3	Participant
33. Susana S. Sumagka	Malapatan 3	Participant
34. Teresita C. Macabacyao	P2-Kiamba 2	Participant
35. Eriel L. Napila	P2/DPIC-Maitum 1	Presenter

### **D. School Heads**

<b>Name</b>	<b>Position / District</b>	<b>Role</b>
36. Luz T. Berse	P1 (Malapatan)	Participant

37. Ruvelyn L. Homecillo	P2 (Maasim)	Participant
38. Tito D. Maslog	P2 (Alabel)	Participant
39. Suzzete C. Rodis	P2 (Malungon)	Participant
40. Emilda T. Dujenas	P1 (Maasim)	Participant
41. German P. Piamonte	P4 (Kiamba)	Participant