

Republic of the Philippines
Department of Education
REGION IV-A CALABARZON



FTAD-RM-2023-749

19 December 2023

Regional Memorandum
No.749 s.2023

**CORRIGENDUM TO RM NO. 721 S. 2023 (DELIVERY OF
TECHNICAL ASSISTANCE ON THE ESTABLISHMENT OF THE
SCHOOL GOVERNANCE COUNCIL TO SELECT SCHOOLS
DIVISION OFFICES)**

To: **Schools Division Superintendents**

1. Relative to the RM No. 721, s. 2023, dated November 29, 2023, this office, through the Field Technical Assistance Division announces the new schedule of the activity:

From	To
December 11-22, 2023	January 9-26, 2024

2. Please see attached **Enclosure 1**, the itinerary of Travel, and **Enclosure 2**, the Technical Assistance Plan.
3. Other provisions of the previous memorandum are still in effect.
4. For inquiry, kindly contact Chief Michael Girard R. Alba of the Field Technical Assistance Division at 09178882731 or through email at fta.calabarzon@deped.gov.ph
5. Immediate dissemination of this Memorandum is desired.

ATTY. ALBERTO T. ESCOBARTE, CESO II
Regional Director

ROF3



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Enclosure 1**ITINERARY OF TRAVEL**

DATE/TIME	SDO	RO COMPOSITE TEAM/ TA PROVIDERS
January 9-12, 2024 Morning 8:00 AM to 12:00 Noon Afternoon 1:00 to 5:00 PM 1 big and 1 small school	Batangas Province Batangas City Lipa City Tanauan City	Michael Girard Alba Rey Valenzuela Rochelle May M. Nisola
January 9-12, 2024 Morning 8:00 AM to 12:00 Noon Afternoon 1:00 PM to 5:00 PM 1 big and 1 small school	Quezon Province Lucena City Tayabas City	Andrea Mabel E. Abrencillo Eugenio S. Adrao Donna Gel V. Rumbaoa
January 16-19, 2024 Morning 8:00 AM to 12 Noon Afternoon 1:00 PM to 5:00 PM 1 big and 1 small school	Cavite Province Cavite City Bacoor City Dasmaringas City	Andrea Mabel E. Abrencillo Eugenio S. Adrao Donna Gel V. Rumbaoa
January 16-19, 2024 Morning 8:00 AM to 12:00 Noon Afternoon 1:00 PM- 5:00 PM 1 big and 1 small school	Laguna Province Binan City Cabuyao City Calamba City	Michael Girard Alba Rey Valenzuela Rochelle M. Nisola
January 24-26, 2024 Morning 8:00 AM to 12:00 Noon Afternoon 1:00 PM- 5:00 PM 1 big and 1 small school	Imus City General City Sto. Tomas	Andrea Mabel E. Abrencillo Eugenio S. Adrao Donna Gel V. Rumbaoa
January 24-26, 2024 Morning 8:00 AM to 12:00 Noon	Sta. Rosa San Pablo San Pedro	Michael Girard Alba Rey Valenzuela Rochelle M. Nisola

Afternoon 1:00 PM- 5:00 PM 1 big and 1 small school		
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TECHNICAL ASSISTANCE PLAN
DELIVERY OF TA ON THE ESTABLISHMENT OF SGC TO SELECT SCHOOLS DIVISION OFFICES
December 2023 to February 2024

Prioritized Needs of Clients	TA Objectives	Strategies / Activities	Expected Results	Time Frame	Resources		
					Person's Responsibility	Money	Material
Familiarization of the SGC Functionality Assessment Tool Components of the SDO SGC Coordinators	To familiarize the SGC Functionality Assessment Tool Components of the SDO SGC Coordinators	FGD Training	23 SDO- SGC Coordinators should have oriented their respective schools on SGC Functionality Assessment Tool Components	December 2023	RO/SDO Composite Team School Principals	None	DepEd Order 26, s. 2022
Check the Standard SGC Template	To check the SGC standard template.	FGD Training	100% of the schools in Region 4A should have followed and used the SGC Standard Template	December 2023	RO/SDO Composite Team School Principals	None	Standard Template



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Validation of MOVs for uploading of the select schools	Prepare the MOVs based on the different indicators.	Coaching FGD	100% of the schools in Region 4A should have prepared the MOVs assigned per indicator	December 2023	RO/SDO Composite Team School Principals	None	MOVs
Follow the process of validating and evaluating the uploaded MOVs	To follow the process of validation and evaluation of the uploaded MOVs	FGD	100% of the schools in Region 4A should have followed the process of validation and evaluation of the uploaded MOVs	December 2023	RO/SDO Composite Team School Principals	None	DepEd Order 26, s. 2022
Accomplish and upload the Functionality Assessment Tool on time	To accomplish and upload the Functionality Assessment Tool on time.	System Tracking	100% of the schools in Region 4A should have accomplished and uploaded the Functionality Assessment Tool on time	December 2023	RO/SDO Composite Team School Principals	None	Uploaded Assessment Tool
Monitor and validate the validity of the uploaded	To monitor and validate the validity of the	On-Site Monitoring and Validation	100% of the SDOs should have monitored and validated the	December 2023 to January 2024	RO/SDO Composite Team	Transportation	Monitoring Tool



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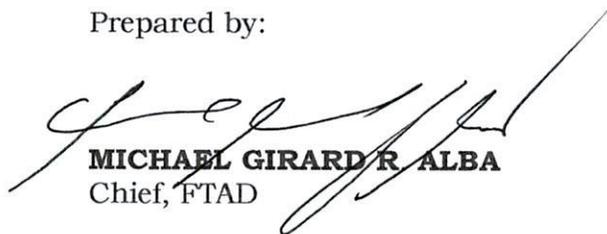
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MOVs of the SDOs	uploaded MOVs of the SDOs		uploaded MOVs of the schools		School Principals		
Identify the total number of functional schools in the region	To identify the total number of functional schools in the region	Link navigation	100% of the Link should have been navigated. At least 10% of the total number of schools per SDO should have been identified.	December 2023 to February 2024	RO/SDO Composite Team School Principals	None	Link

Prepared by:


MICHAEL GIRARD R. ALBA
Chief, FTAD

Approved by:


ALBERTO T. ESCOBARTE, CESO VI
Regional Director



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