



Republic of the Philippines
Department of Education
Region XII
Schools Division Office of Tacurong City

October 1, 2026

DIVISION MEMORANDUM

SGOD No. 182, s. 2026

**IMPLEMENTATION OF PROJECT SGC CONNECT: STRENGTHENING
GOVERNANCE THROUGH COLLABORATIVE NETWORKING, ENGAGEMENT,
CAPACITY BUILDING, AND TECHNOLOGY THROUGH CLUSTER-BASED
PARTNERSHIP AND LEARNING EXCHANGE PROGRAM**

TO: Asst. Schools Division Superintendent
Chiefs, Curriculum Implementation and
School Governance Operations Divisions
Education Program Supervisors
Division Field Technical Assistance Team (DFTAT)
Secondary and Elementary School Heads
This Division

1. The Schools Division Office of Tacurong City through the School Governance and Operations Division, shall implement Project SGC CONNECT (*Strengthening Governance through Collaborative Networking, Engagement, Capacity Building, and Technology*) as a Division-wide initiative to strengthen and sustain School Governance Council (SGC) functionality through collaboration, learning exchange, technical assistance, and continuous improvement.
2. All public elementary and secondary schools are hereby directed to participate in the implementation of the project in accordance with the attached **Implementing Guidelines on Project SGC CONNECT** (*Strengthening Governance through Collaborative Networking, Engagement, Capacity Building, and Technology*).
3. SGC Functional secondary schools shall serve as **SGC Learning Partners** of elementary schools within the same cluster that require support in strengthening their SGC functionality.
4. The Division Field Technical Assistance Team (DFTAT) shall monitor the implementation of the project, provide technical assistance, and check and validate relevant SGC documents and evidence.
5. All school heads are directed to ensure the proper implementation of the project and compliance with the attached Implementing Guidelines.
6. For inquiries or further information, you may contact Ms. Ernie P. Pama, Education Program Supervisor, at (064) 562-4880 or via email at ernie.pama@deped.gov.ph



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7. Immediate dissemination of and compliance with this Memorandum are directed.

CARLOS G. SUSARNO, PhD., CESO VI
Assistant Schools Division Superintendent
OIC-Schools Division Superintendent
Office of the Schools Division Superintendent

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EPP/SGOD/DM/IMPLEMENTATION OF PROJECT SGC CONNECT: STRENGTHENING GOVERNANCE THROUGH COLLABORATIVE NETWORKING, ENGAGEMENT, CAPACITY BUILDING, AND TECHNOLOGY THROUGH CLUSTER-BASED PARTNERSHIP AND LEARNING EXCHANGE PROGRAM/October 1, 2026



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IMPLEMENTING GUIDELINES ON PROJECT SGC CONNECT
(Strengthening Governance through Collaborative Networking, Engagement,
Capacity Building, and Technology)

I. BACKGROUND AND RATIONALE

The School Governance Council (SGC) serves as a mechanism for meaningful stakeholder participation, shared responsibility, transparency, and collaborative decision-making in schools. Sustaining functional SGCs requires continuous capacity building, peer learning, technical assistance, documentation, and sharing of effective practices.

Recognizing that schools have varying levels of SGC functionality, the Schools Division Office of Tacurong City shall institutionalize Project SGC CONNECT as a Division-wide mechanism to strengthen, sustain, and continuously improve SGC functionality through collaborative networking, stakeholder engagement, capacity building, and technology.

Project SGC CONNECT shall establish a school-to-school learning network in which functional SGCs share their practices, tools, experiences, and innovations with schools that require support. In particular, functional secondary schools shall be encouraged to partner with elementary schools within their respective clusters whose SGCs are not yet functional or require further strengthening.

Through the Cluster-Based Partnership and Learning Exchange, elementary schools shall have opportunities to benchmark, learn from, and adapt appropriate practices of functional secondary schools according to their own context and needs. The initiative shall likewise promote reciprocal learning, with functional secondary schools strengthening their own practices through reflection, documentation, sharing, and collaboration.

Project SGC CONNECT shall provide an integrated mechanism that enables schools to connect with partners and stakeholders, learn from established practices and experiences, adapt appropriate strategies to their own context, implement identified improvement actions, document processes and results, monitor progress and provide necessary technical assistance, and share validated practices and innovations for continuous learning and improvement in SGC functionality.

II. OBJECTIVES

Project SGC CONNECT aims to:

1. Strengthen and sustain functional SGCs across the Division;
2. Establish a cluster-based school-to-school partnership and learning exchange;
3. Facilitate benchmarking, adaption, and contextualization of effective SGC practices;
4. Strengthen stakeholder participation and engagement;
5. Provide accessible technical assistance and coaching;



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6. Establish digital mechanisms for monitoring, documentation, and knowledge sharing;
7. Develop and maintain a repository of validated SGC practices, tools, and innovations; and
8. DFTAT members shall use SGC data to identify school needs and guide technical assistance, capacity-building support, and continuous improvement.

III. SCOPE AND COVERAGE

These Implementing Guidelines shall apply to all public elementary and secondary schools in the Schools Division Office of Tacurong City with established or developing SGCs.

The guidelines shall particularly provide a mechanism for functional secondary schools to serve as SGC Learning Partners and elementary schools requiring SGC strengthening to serve as SGC Development Partners.

IV. PROJECT SGC CONNECT COMPONENTS

1. SGC e-Tracker Dashboard – a technology-enabled monitoring mechanism for tracking SGC functionality and identifying schools requiring support.
2. SGC Help Desk – a virtual technical assistance and coaching mechanism for SGC-related concerns.
3. SGC Cluster-Based Partnership and Learning Exchange – a school-to-school mechanism for benchmarking, mentoring, coaching, and sharing of good practices.
4. QR-Code SGC Portfolio / Best Practices Repository – a digital platform for documenting and sharing validated SGC practices, tools, innovations, and evidence.
5. SGC Knowledge Hub – an online repository of policies, guidelines, templates, tools, learning resources, and technical assistance materials.

V. CLUSTER-BASED PARTNERSHIP AND LEARNING EXCHANGE

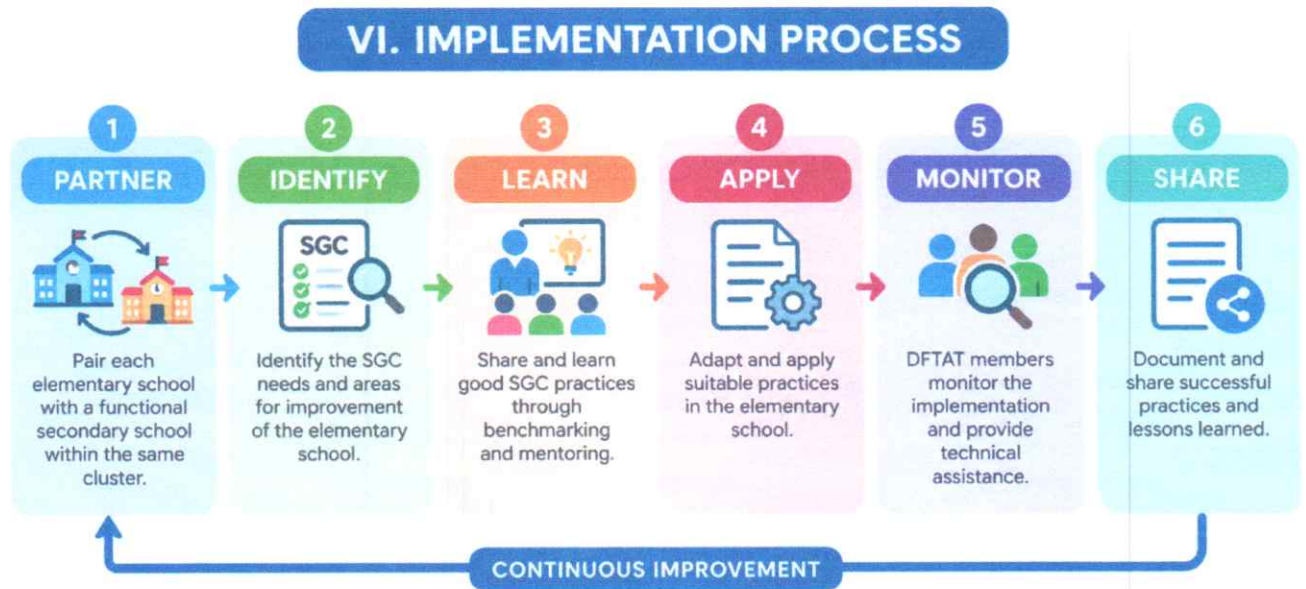
Functional secondary schools shall serve as SGC Learning Partners, while elementary schools needing support shall serve as SGC Development Partners. The partnership shall provide opportunities for schools to share experiences, learn from good practices, and support one another in strengthening SGC functionality.

The practices shared shall be adapted to the needs and context of each school. The partnership shall promote collaboration, shared learning, continuous improvement, and sustainability.



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VI. IMPLEMENTATION PROCESS



VII. ROLES AND RESPONSIBILITIES

A. School Governance and Operations Division (SGOD)

- Provide overall direction and coordination of Project SGC CONNECT;
- Provide technical assistance and capacity building;
- Oversee DFTAT monitoring and validation; and
- Ensure documentation, knowledge sharing, and Division-level monitoring.

B. SGC Division Focal Person

- Coordinate the implementation of the project;
- Facilitate the matching of partner schools;
- Coordinate with DFTATs on monitoring, validation, and technical assistance;
- Facilitate learning exchange activities; and
- Consolidate reports and manage the SGC CONNECT digital platforms.

C. Division Field Technical Assistance Team (DFTAT)

- Monitor SGC implementation;
- Check and validate SGC documents and evidence;
- Provide technical assistance, coaching, and mentoring;
- Identify gaps and recommend appropriate interventions; and
- Support benchmarking, learning exchange, and documentation of good practices.



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D. Functional Secondary Schools – SGC Learning Partners

- Share SGC practices, tools, and experiences;
- Provide mentoring and support to partner schools;
- Facilitate learning exchange and benchmarking; and
- Share good practices and innovations.

E. Partner Elementary Schools – SGC Development Partners

- Participate in learning exchange and benchmarking activities;
- Adapt and implement appropriate SGC practices;
- Address identified SGC gaps;
- Document progress and lessons learned; and
- Submit required documents and evidence for DFTAT checking and validation.

VIII. IMPLEMENTATION AND TECHNICAL ASSISTANCE FLOW

The implementation shall begin by partnering each elementary school with a functional secondary school within the same cluster. The partner schools shall identify the SGC needs and areas for improvement of the elementary school, followed by learning through benchmarking, mentoring, and sharing of good SGC practices. The elementary school shall then apply and adapt suitable practices based on its needs and context. The DFTAT members shall monitor the implementation and provide the necessary technical assistance. Finally, successful practices and lessons learned shall be documented and shared to support continuous improvement and strengthen SGC functionality.

IX. EXPECTED OUTPUTS

Each participating cluster shall have:

1. SGC Partnership Plan;
2. Identified learning and development partners;
3. Documented benchmarking activities;
4. Adapted SGC practices;
5. SGC improvement actions;
6. Learning exchange documentation;
7. Digital SGC portfolio; and
8. Documented best practices and innovations.

X. MONITORING AND EVALUATION

Project SGC CONNECT shall be monitored through the SGC e-Tracker Dashboard, SGC functionality assessment results, school and cluster monitoring, technical assistance records, learning exchange documentation, benchmarking reports, and documented improvements.



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Monitoring results shall inform succeeding technical assistance, coaching, mentoring, and capacity-building interventions.

XI. KNOWLEDGE MANAGEMENT

Validated good practices shall be documented and uploaded to the appropriate SGC CONNECT digital platforms. The QR-Code SGC Portfolio / Best Practices Repository shall serve as the digital showcase of school-level practices, while the SGC Knowledge Hub shall provide centralized access to policies, tools, templates, and learning resources.

XII. SUSTAINABILITY

Project SGC CONNECT shall be implemented as a continuing Division mechanism for strengthening SGC functionality.

Functional schools shall be encouraged to continuously serve as learning partners. As developing schools strengthen their SGC functionality, they may eventually become SGC Learning Partners themselves.

XIII. RESOURCES

Implementation shall utilize available Division and school resources, which may be charged against MOOE and other allowable local funds and resources, subject to existing accounting, budgeting, procurement, and auditing rules and regulations. Technology-based activities shall maximize existing platforms and available digital resources.

XIV. EFFECTIVITY AND REVIEW

These Implementing Guidelines shall take effect immediately upon issuance and shall be reviewed periodically based on implementation experience, monitoring results, feedback from participating schools, and emerging SGC needs.