




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

CITY SCHOOLS DIVISION OF ANTIPOLO



MEMORANDUM

TO : OIC-Assistant Schools Division Superintendent
Chief, Schools Governance and Operations Division
Elementary & Secondary School Heads/TIC/OIC
All Others Concerned

FROM :  DR. ROMMEL C. BAUTISTA, CESO V
Schools Division Superintendent

SUBJECT : SUBMISSION OF SGC REPORTS

DATE : October 19, 2018

In connection with Regional Memorandum No. 580 s. 2018 re: Consultative Meeting on School Governing Council, all school heads are required to submit the following **Narrative and Pictorial Report on SGC on or before October 26, 2018** in soft copies via email sgod.depedantipolo@gmail.com.

- a. Report on the establishment and organization of SGC in school such as election process, installation procedures and its composition.
- b. Status report on the functionality and participation of the SGC in school improvement process focused on children's learning and welfare.

For information, guidance and compliance of all concerned.

UM- 503 s. 2018
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