



Republic of the Philippines
Department of Education
REGION VII – CENTRAL VISAYAS
DIVISION OF CITY SCHOOLS – CITY OF TAGBILARAN

**Office of the Schools
Division
Superintendent**

DIVISION MEMORANDUM

No. 383 , s. 2024

June 6, 2024

**CAPACITY BUILDING ON PARTNERSHIP SKILLS ENHANCEMENT FOR
SCHOOL HEADS AND ADOPT-A-SCHOOL COORDINATORS**

To: All Public Elementary and Secondary School Principals
Adopt-A-School/Brigada Eskwela Focal Persons
SGOD Chief, SEPS – M&E, EPS II-M&E
All others concerned

1. There will be a Capacity Building on Partnership Skills for all School Principals, Adopt-A-School Coordinators, and Brigada Eskwela Coordinators on **June 14, 2024**. This initiative is intended to address the high turnover of personnel for Adopt-A-School Program. Such discontinuity can lead to gaps in communication, loss of institutional knowledge, and a lack of follow-through on existing partnership commitments.
2. The purpose of this capacity building is to enhance DepEd Tagbilaran's educational outcomes, optimize resource allocation, foster community engagement, promote innovation and best practices, address complex challenges, and empower leadership in the twenty five (25) public schools in Tagbilaran.

At the end of the activity, the participants:

- a. will be equipped with the knowledge, skills, and strategies necessary to cultivate effective partnerships, enhance collaboration, and maximize the impact of their joint efforts on educational outcomes and community development;
- b. developed deeper understanding of partnership dynamics, communication techniques, and conflict resolution strategies, enabling them to foster sustainable, mutually beneficial relationships with external stakeholders;
- c. empowered to leverage their partnership skills to drive positive change, improve student success, and strengthen community engagement within their schools and surrounding communities;

- d. will be able to understand the salient features of DepEd Order No. 21 series of 2023 otherwise known as Brigada Eskwela implementing guidelines;
- e. will have a unified understanding on the new Brigada Eskwela Monitoring Tool; and
- f. will be able to report the Brigada Eskwela implementation through the DepEd Partnership Database System (DPDS).

3. Participants to this Capacity Building are the following:

School Principals of the following schools	Adopt-A-School/ BE Coordinators
1. Bool Elementary School 2. Mansasa Elementary School 3. TCCES-SPED Center	Lady May P. Karaan Project Development Officer I
4. Booy Elementary School 5. Booy South Elementary School 6. Eastern Cogon Elementary School	Mary Melody G. Ocon MPA Administrative Officer II
7. Cabawan Elementary School 8. Dao Elementary School 9. San Isidro Elementary School	Karyl Anafe P. Manlangit Project Development Officer I
10. City East Elementary School	Dinah A. Bustamante Administrative Officer II
11. Cogon Elementary School	Raquel M. Arabaca MPA Administrative Officer II
12. Dampas Elementary School	Retchel T. Sumampong MPA Administrative Officer II
13. Manga Elementary School	Aileen T. Ciruela JD Administrative Officer II
14. Taloto Elementary School 15. Tiptip Elementary School 16. Ubujan Elementary School	Christian John Capon Project Development Officer I
17. Tagbilaran City Central Elementary School	Ananias J. Sumaylo Administrative Officer II
18. Cogon National High School	Karen G. Gementiza Administrative Officer II
19. Dr. Cecilio Putong National High School – Junior High School	Melany T. Buntag JD Administrative Officer IV Ana Liza A. Calibugan Administrative Assistant III
20. Dr. Cecilio Putong National High School – Senior High School	Mr. Melchor B. Daniel Jr Assistant Principal II Camille Q. Ranico Administrative Assistant II
21. Manga National High School	Fairy Ann C. Babaison Administrative Assistant II
22. Mansasa National High School	Maria Flores P. Veloso Administrative Assistant II
23. San Isidro National High School	Rosalie P. Cornell Administrative Assistant II

24. Tagbilaran City Science High School	Ruel I. Pumatong Administrative Assistant II
25. Tagbilaran High School for the Hearing Impaired	Easter Sunday P. Muyco JD Administrative Officer II
26. City of Tagbilaran National High School	
27. DO Personnel	SDS, Chief-SGOD, EPS-SGOD, SEPS & EPS II-M&E

4. Expenses relative to food and venue shall be charged to Partnership Support Funds while transportation to and pro the venue shall be charge to School MOOE funds, subject the usual accounting and auditing rules and regulations.

5. Immediate and wide dissemination of this memorandum is desired.

WILFREDA D. BONGALOS PhD CESO V
Schools Division Superintendent 