



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. 410 , s. 2024

June 21, 2024

**IMPLEMENTATION OF BRIGADA ESKWELA 2024 IN PREPARATION FOR THE
SCHOOL YEAR 2024-2025 OPENING OF CLASSES**

To: Assistant Schools Division Superintendent
Chiefs, CID, SGOD and Division Functional Units
Education Program Supervisors and CID Program Coordinators
School Governance and Operations, Program Coordinators
Public Elementary and Secondary Principals, Assistant School Principals &
Head Teachers, Teachers and Non-Teaching Personnel
All Others Concerned

1. This Office announces the kick-off of the 2024 Oplan Balik Eskwela and Brigada Eskwela in all 26 public schools in Tagbilaran on July 19, 2024, with the theme **“Bayanihan para sa Matatag na Paaralan,”** which emphasizes the spirit of communal unity and cooperation in strengthening our schools.

The Brigada Eskwela program aims to prepare our schools for the upcoming academic year through collaborative efforts involving teachers, parents, students, community members, and various stakeholders. Activities will include classroom cleaning, minor repairs, beautification projects, and other maintenance tasks to ensure a conducive learning environment.

Oplan Balik Eskwela complements these efforts by facilitating a smooth transition for students returning to school, addressing potential challenges, and ensuring that all necessary resources and support systems are in place.

2. The following timelines shall be observed:

DATE	ACTIVITIES	RESPONSIBLE
July 8, 2024	School Enrollment Starts	School Heads, Class Advisers and School Registrars
July 15, 2024	Brigada Eskwela Working Committee Meeting	SocMob Coordinator
July 19, 2024	Division Brigada Eskwela Kick Off Program	SGOD Chief Social Mobilization Coord Division BE Working Committees
July 23, 2024	Brigada Eskwela School Opening Programs	School Head School BE Working Committees and volunteers

DATE	ACTIVITIES	RESPONSIBLE
July 2024	23-27, Brigadahan and School Monitoring	School Head, Division BE Monitors, School BE Working Committee and Volunteers
July 24, 2024	Division Brigada Opisina: Observance of 5's by section and toilets general clean-up Division Backyard Clean-Up and Gulayan Gardening Front yard beautification and replanting	Chair: Section Chiefs Members: All Non-Teaching Staff & City Paid Employees Chair: Ruben Lorejo Co-Chair: Brendalou Arancana Members: Staff of the functional OSDS Units Chair: Maurine Castaño Co-Chair: Janet Butalid Members: SGOD & CID Staff
July 27, 2024	Brigada Eskwela School Closing and Awarding Program	School Head School BE Working Committee and Volunteers
July 29, 2024	Start of Classes	School Head, Teachers and Non-Teaching Personnel
August 2, 2024	Brigada Eskwela - Project Implementation Review (BE-PIR)	SGOD Monitoring & Evaluation
August 5, 2024	Deadline of the DPDS Submission of Donations Received for the month of July 2024.	DPDS School Coordinator
September 16, 2024	Submission of BE report per school (Using BE Forms 1-7) hard bounded with video documentation in CD Form	School Head Adopt-A-School Coordinator

2. Participants of the Brigada Eskwela Kick Off Activity are composed of the following:

Participants	Number	Total
Division Office Personnel	68	
School Representatives: 10 per school at 26 schools	260	
Community Guests	22	350

Each school will provide their own vehicle for the event. The caravan will begin at 6:00 AM, starting from the Division Office grounds, proceeding through designated streets, and concluding at the Tagbilaran City Central SPED Center, which will be the new location for the Tagbilaran City High School for the Hearing Impaired.

Participants are advised to bring cleaning paraphernalia such as, but not limited to bolos, broomsticks, sacks, and other necessary items.

3. Schools are encouraged to prepare their own tarpaulins, with the following specifications: a 3x5-foot tarpaulin for vehicle banners and a 4x8-foot tarpaulin for the stage backdrop. Additionally, schools are encouraged to bring balloons for van decoration. Brigada Eskwela collaterals can be accessed through this link: <https://tinyurl.com/Brigada2024>

Participants are also recommended to wear any **white T-shirt** during the caravan, as agreed upon during the Management Committee (MANCOM) meeting. Tagbilaran City Central SPED Center under the leadership of Mr. Lemuel Barol, School Principal, is expected to lead in the debriefing of the working areas for repair and maintenance of its vicinity. Attached are the list of working committees and Brigada monitors in Enclosures 1 and 2 respectively.

4. Breakfast will be served to the 350 expected participants. Likewise, expenses relative to food, materials and supplies of the above-mentioned activity shall be charge to the Division Program Support Funds for Linkages and Partnership while school expenses for the rental of van, tarpaulin printing and balloon shall be charge to school MOOE and/or local funds subject to the usual accounting and auditing rules and regulations.

5. Wide dissemination and compliance of this Memorandum is desired.


WILFREDA D. BONGALOS PhD CESO V
Schools Division Superintendent 

Enclosure 1

BRIGADA ESKWELA WORKING COMMITTEES 2024

COMMITTEE	IN-CHARGE
1. Registration, Certificates and Appearances	Chair: Filomena Tanggaan Co-Chair: Rosene Olaivar Member: Chrisostom Dalumbar Jocelyn P. Cutin
2. Caravan Committee (includes the traffic, police permit, and street routes)	Chair: Miss Maurine C. Castano Co-Chair: Miss Sandra Fortich Members: Joseph Barrete Aldrin Pajo Jerry Belicina Aljon Fronteras Joselito Galindo Kabalikat Riders: Publeo Acain Virgilio Tupos Beverly Cuajao
3. Caravan Jingle and Recorda Recording (Includes brigada jingle preparation, recorded recorda messages and Caravan Announcer)	Chair: Legardo Palaca, Jr. Co-Chair: Lanie Gutas Members: Jose Arnel D. Rosal (TCSHS) Gerry Aranzado (DCPNHS) John Lawrence Basio (DCPNHS)
4. Brigada Venue Preparation, Briefing and Physical Arrangement at TCCES-SPED Center.	Chair: Lemuel Barol Co-Chair: Concepcion Gallentes Members: TCCES SPED Teachers TCHSHI Teachers
5. Program and Invitation	Chair: Maurine C. Castaño Member: Liza E. Maquiling Esther Cagas Filomena Tanggaan Rosene Olaivar Ma. Antonette P. Dugang
6. Tarpaulin	Mr. Simon Rios III
7. Decorations	Chair: Joermelyne P. Pasilbas Members: Richard Sumampong Jocelyn Pozon Janet Patiño
8. Sound System	Chair: Ma. Antonette P. Dugang Members: Alberto Tibod Jr. (Mansasa NHS) Grace Marie Campos (TCSHS) Dolores Dahab (DCPNHS) Jenelou John Israel (Manga NHS)
9. Documentation and Video Making	Chair: Jose Mariñas Jr. Co-Chair: Ojie Ciño Members: Reyrusty Galan Junicel Mancha

COMMITTEE	IN-CHARGE
10. Legal	Chair: Atty. Tammy Relampagos Members: Janet T. Butalid JD PhD Brendalou Arangcana JD
11. DRRM & Medics	Chair: Dr. Lev V. Nadela Co-Chair: Dr Vida Romero Members: Nicasio Degamo Adeline Carmen Dagamac Rowena Pizarra Rhodelia Tumada Ma. Maximina Babiano Victor Tesorero Junicel Mancha
12. Food	Chair: Marife Rallos Co-Chair: Ivy Joy Barbante Members: All City Paid Employees Caterer
13. Master of Ceremonies	Jose Arnel Rosal Pilar Diez
14. Over-all Coordinator	Chair: Maurine C. Castaño Member: Ma. Antonette P. Dugang Liza E. Maquiling Esther L. Cagas

Enclosure 2

LIST OF DIVISION BRIGADA ESKWELA (BE) MONITORS

No.	Name of School	School Head	Division BE Monitors
1	Bool ES	Editha Gone	Joseph C. Barrete
2	Booy ES	Chona Roxas	Aimee T. Amistoso PhD
3	Booy South ES	Clementina A. Gamil	Cherry Michelle F. Collyer Phd
4	Cabawan ES	Jerry Belecina	Janet T. Butalid JD PhD
5	City East ES	Juanita C. Lafuente	Beatriz E. Incog EdD
6	Cogon ES	Ma. Rachele Omasas	Joermelyne P. Pasilbas
7	Dampas ES	Dulce Alma Lopus	Nenita J. Incog PhD
8	Dao ES	Basilides Sempron	Engr. Junicel T. Mancha
9	Eastern Cogon ES	Felipe Epe	Liza E. Maquiling PhD
10	Manga ES	Proserpina A. Doroy	Eliza B. Geagonia PhD
11	Mansasa ES	Edelbrando Correa	Adeline Carmen C. Dagamac
12	San Isidro ES	Eufe Rhoda Galon	Ma. Antonette P. Dugang PhD
13	Taloto ES	Lorelie Anore	Esther L. Cagas PhD
14	TCCES	Concepcion Gallentes	Filomena C. Tanggaan PhD
15	TCCES - SPED	Lemuel Barol	Maurine C. Castaño
16	Tiptip ES	Ma. Disocora Sayon	Emily L. Acabo
17	Ubujan ES	Marilyn Goti-ay	Elizabeth R. Escolano
18	Cogon National HS	Justino A. Canda	Rosene D. Olaiivar PhD
19	DCPNHS - JHS Campus	Dolores Dahab	Dr. Lev N. Nadela
20	DCPNHS - SHS Campus	Legardo Palaca Jr.	Janet T. Butalid PhD
21	City of Tagbilaran NHS	Jesilo Jala	Alberto A. Lacang
22	Manga HS	Jenelou John F. Israel	Dr. Vida N. Romero
23	Mansasa HS	Alberto Tibod Jr.	Neolita S. Sarabia EdD
24	San Isidro NHS	Corazon Samuya	Rowena Pizarras
25	Tagbilaran City Science HS	Grace Marie Campos	Rhodelia B. Tumanda
26	TCHS for the HI	Lemuel Barol	Engr. Louenie T. Indanao