



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. 314 , s. 2025

June 2, 2025

**CONDUCT OF THE 2025 BRIGADA ESKWELA DIVISION KICK-OFF AND  
SIMULTANEOUS SCHOOL-LEVEL LAUNCH ACTIVITIES**

To: Chiefs, CID and SGOD  
Education Program Supervisors & Division Program Coordinators  
SGOD Personnel, Information Technology Officer  
All Public Elementary and Secondary School Heads  
All Others Concerned

1. In line with DepEd Memorandum No. 042, s. 2025 and DepEd Regional Memorandum No. 0428, s. 2025 on the “Implementing Guidelines on the 2025 Brigada Eskwela,” all public schools in the Division of Tagbilaran City are enjoined to participate in the Division Kick-Off and the Simultaneous School Kick-Off Activities for Brigada Eskwela 2025 with the theme: *“Brigada Eskwela: Sama-sama Para sa Bayang Bumabasa.”*

2. The Division Kick-Off Program will be held on June 10, 2025 (Tuesday) at Manga Elementary School, Tagbilaran City. The activity will begin with an Early Morning Caravan, assembly time is 5:30 AM at the Division Office Grounds. The caravan will follow the major streets of Tagbilaran City and conclude at Manga Elementary School, where the Kick-Off Program will take place from 8:00 AM to 10:00 AM.

The program will feature the presentation of school priority needs, commitment pledges from partners, recognition of stakeholders, and a ceremonial school cleanup and painting to highlight community collaboration and support for school readiness. Attached are the caravan route and committee assignments for reference.

3. Participants in this Division Kick-Off activity include all Division personnel and six (6) representatives from each of the 26 public schools in Tagbilaran City and stakeholders. Each school is requested to bring one (1) van with up to six (6) participants, including a Barangay Council Representative.

4. On the same day, from 1:00 PM to 3:00 PM, all public elementary and secondary schools are directed to conduct their Simultaneous School Kick-Off Activities, marking the official start of the school-based implementation of Brigada



**Address:** Rajah Sikatuna Street, Dampas District, Tagbilaran City, Bohol 6300

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**Email Address:** tagbilarancity.division@deped.gov.ph

Eskwela from June 9 to 13, 2025.

5. The Division Office will conduct its Brigada Opisina on June 13, 2025, which will include general office clean-up, minor repairs, beautification efforts, and the establishment of the Gulayan sa Opisina. Activities will be carried out based on the zoning assignments of each office, promoting order, teamwork, and a shared commitment to a clean and sustainable work environment. The following zoning assignments:

Zone 1 (Front Façade of the Office Building) - Administrative, Finance Division & the CID

Zone 2 (Back Portion Clean Up Drive) - City Paid Employees

Zone 3 - Gulayan (Site facing the COA)- SGOD Personnel

5. The objectives of this simultaneous activity are as follows:

- To actively mobilize community members and stakeholders in support of school readiness initiatives, including preparations for each school's reading program and other priority interventions.
- To strengthen existing partnerships and foster a culture of volunteerism in the education sector.
- To identify and respond to immediate needs related to school maintenance, repairs, and learning environment preparation.
- To build momentum and ensure preparedness for the opening of classes for School Year 2025-2026.

4. Expenses related to food/snacks, Brigada Eskwela supplies and cleaning materials, sound system rentals, and vehicle rental during the conduct of the 2025 Brigada Eskwela Division Kick-Off and Simultaneous School-Level Launch Activities shall be charged to the Division Program Support Fund for Partnership and Linkages for the Division Kick-Off. Likewise, schools shall charge similar expenses for their school-level activities to their respective School MOOE funds/Local Funds, subject to existing accounting and auditing rules and regulations.

5. Wide dissemination of this Memorandum is desired.

**WILFREDA D. BONGALOS PhD CESO V**  
Schools Division Superintendent

## ANNEX 1

**ORDER OF THE CARAVAN**

1. City Traffic Management Office
2. Division Personnel
3. **Drum and Bugle of Science High School**
4. Manga Elementary School
5. Manga National High School
6. Bool Elementary School
7. Booy Elementary School
8. Booy South Elementary School
9. Cabawan Elementary School
10. City East Elementary School
11. **1<sup>st</sup> Mobile Sound System** – Eufe Rhoda Galon & Concepcion Gallentes
12. Cogon Elementary School
13. Dampas Elementary School
14. Dao Elementary School
15. Eastern Cogon Elementary School
16. Mansasa Elementary School
17. San Isidro Elementary School
18. Tagbilaran City Central Elementary School
19. Taloto Elementary School
20. Tiptip Elementary School
21. **2<sup>nd</sup> Mobile Sound System** – Sandy Fortich & Corazon Samuya
22. Ubujan Elementary School
23. TCCES SPED Center
24. Cogon National High School
25. DCPNHS -Junior High School
26. DCPNHS – Senior High School
27. Mansasa National High School
28. San Isidro National High School
29. Tagbilaran City Science High School
30. Taloto National High School
31. City of Tagbilaran National High School
32. **Drum and Bugle of DCPNHS -JHS**
33. Ambulance

Annex-B

## **2025 BRIGADA ESKWELA COMMITTEES**

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### **ADVOCACY & INFORMATION DISSEMINATION**

Team Leader: Maurine Castaño  
Liza Maquiling

- Group 1: 1. Jericho Yarte  
2. Rhodelia Tumanda  
3. Joermelyne Pasilbas  
4. Junicel T. Mancha  
5. Esther L. Cagas

Radio Guesting: DYRD  
June 5, 2025, at  
11:00-12:00 Noon

- Group 2 1. Elizabeth Rosil - ALS  
2. Corazon Samuya, DCPNHS JHS  
3. Legardo Palaca, DCPNHS SHS  
4. Grace Marie Campos, TCSHS  
4. Ma. Chona Roxas, PESPA President  
5. Alberto Tibod, NAPSSHI President

June 7, 2025 at 9:00  
AM Station DYRD

### **CARAVAN COMMITTEE**

Team Leader: Joseph Barrete  
Asst TL : Jerry Belecina

- Members: 1. Jericho Yarte  
2. Joselito Galendo  
3. Jenelou John Israel  
4. Aljon Fronteras  
5. Junicel Mancha  
6. Simon Rios  
7. Basilides Sempron  
8. Sandra Fortich  
9. Mr. Publio I. Acain –  
Kabalikat Radio Com  
10. Legardo Palaca Jr.  
11. Eufe Rhoda Galon  
12. Concepcion Gallentes  
13. Corazon Samuya

Traffic coordination,  
management permits,  
logistics (tarpaulin and  
decoration), and order.  
This includes  
managing the number  
of vans, the route, and  
the target participants.

Includes the request  
for City Buses,  
Ambulance, and Drum  
& Buggles

### **MEDICS COMMITTEE**

Team Leader: Dr. Vida Romero

- Members 1. Jericho Yarte  
2. Adeline Carmen Dagamac  
3. Rhodelia Tumanda

First Aid Kits and  
Medicines

4. Rowena Pizarra
5. Ma. Maximina L. Babiano

### **PROGRAM & SOUNDS COMMITTEE**

Team Leader: Maurine Castaño/  
Ma. Antonette P. Dugang

Asst TL : Proserpina Doroy

Members

1. Lanie Gutas
2. Glaza Jala
3. Felomina Tanggaan
4. Esther Cagas
5. Crestita Batingal
6. Cesar Pagulong – Host
7. Joermelyne Pasilbas
8. Japhet Revereal
9. Andrew Salisi
10. Engr. Louenie Indanao

Will host the Program at Manga ES and secure the needed Symbolic cleaning and painting by key stakeholders.

PowerPoint of Hymns and Praises

Sound System & Physical Set-up

### **CERTIFICATES & BACKDROP**

Team Leader : Rosene Olaivar

1. Liza Maquiling
2. Engr. Louenie Olaivar

### **REGISTRATION & PHYSICAL SET-UP**

Team Leader : Proserpina Doroy

Members

1. Darvy Amoy
2. Janet Patinio
3. Arnelie Jean Matuod
4. Roselyn Bulala
5. Japhet Revereal
6. Andrew Salise
7. Rodrigo Amancio
8. Manga ES Teaching & Non-Teaching Personnel

This includes setting up the stage, proper registration, and ushering.

- The distribution of snacks.

### **AFTER CARE**

Team Leader: Proserpina Doroy

Members : Non-Teaching Personnel of Manga ES

## **USHERS**

Team Leader: Brendalou Arancana JD PhD  
Members :

1. Trisha Ann Taguisa
2. Jocelyn Pozon
3. Ana Lou S. Regalado
4. Elaine Centino
5. Ruben Lorejo
6. Anna Mae C. Ocon
7. Jefferson P. Galido
8. Kent Chadric H. Evasco

## **DOCUMENTATION**

Team Leader: Jose Mariña III  
Members :

1. Jarom A. Ceño
2. Brian Rosal
3. Jose Arnel Rosal
4. Allan John A. Lawas

## **SNACKS DISTRIBUTION**

Team Leader: Gina Gamao  
Members :

1. Margie L. Tejano
2. Karen Gumba
3. Darvy Amoy
4. Janet Patinio
5. Arnelie Jean Matuod
6. Roselyn Bulala