



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

Office of the Schools
Division
Superintendent

DIVISION MEMORANDUM
No. 329 , s. 2025

June 6, 2025

**ADDENDUM TO DM NO 314 S. 2025 TITLED "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 connection with Division Memorandum No. 314, s. 2025, entitled "Conduct of the 2025 Brigada Eskwela Division Kick-Off Program", this addendum is issued to include the ALS Learning Center in the Early Morning Caravan. The Alternative Learning System (ALS) Implementers are hereby included as one of the participating units in the Early Morning Caravan on June 10, 2025, in support of the 2025 Brigada Eskwela Kick-Off Program.

2. Designation of Division Brigada Eskwela Monitors. To ensure proper monitoring, documentation, and technical support during the Brigada Eskwela implementation, the following Division Brigada Eskwela Monitors are hereby designated:

	Name of School	Division BE Monitors
1	Bool ES	Dr. Vida Romero
2	Booy ES	Ms. Rhodelia B. Tumanda RN
3	Booy South ES	Dr. Juanita C. Lafuente
4	Cabawan ES	Mr. Simon T. Rios
5	City East ES	Engr. Louenie T. Indanao
6	Cogon ES	Dr. Cherry Michelle F. Collyer
7	Dampas ES	Dr. Liza E. Maquiling
8	Dao ES	Dr. Nenita J. Incog
9	Eastern Cogon ES	Dr. Elisa B. Geagonia
10	Manga ES	Mrs. Joermelyne P. Pasilbas



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	Name of School	Division BE Monitors
11	Mansasa ES	Dr. Esther L. Cagas
12	San Isidro ES	Mrs. Elizabeth R. Escolano
13	Taloto ES	Dr. Aimee T. Amistoso
14	TCCES	Miss Maurine Castaño
15	TCCES - SPED	Miss Maurine Castaño
16	Tiptip ES	Mr. Alberto A. Lacang
17	Ubujan ES	Dr. Ma. Antonette P. Dugang
18	Cogon National HS	Ms. Rowena L. Pizarras RN
19	DCPNHS - JHS Campus	Mr. Joseph C. Barrete
20	DCPNHS - SHS Campus	Dr. Neolita S. Sarabia
21	City of Tagbilaran NHS	Dr. Neolita S. Sarabia
22	Manga NHS	Dr. Beatriz E. Incog
23	Mansasa NHS	Ms. Adeline Carmen C. Dagamac
24	San Isidro NHS	Mrs. Emily L. Acabo
25	Tagb. City Science HS	Dr. Junicel T. Mancha
26	Taloto National HS	Dr. Filomena C. Tanggaan

3. All concerned are enjoined to extend their full support and cooperation to ensure the successful conduct of the 2025 Brigada Eskwela Division Kick-Off Program and its associated activities. Attached herewith is Annex A: School Preparedness Checklist, which will serve as the official monitoring tool.

4. For immediate and widest dissemination.

WILFREDA D. BONGALOS PhD CESO V
Schools Division Superintendent



<p>IV. Staff and Personnel</p> <ul style="list-style-type: none"> ▪ Teachers have received orientation or briefing on school policies and programs ▪ Security personnel are properly assigned and briefed on protocols ▪ Guidance counselors and support staff are available as needed 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
<p>V. Enrollment and Documentation</p> <ul style="list-style-type: none"> ▪ Updated student records, including contact details and medical information ▪ Class schedules, sections, and teacher assignments are finalized ▪ Parent-teacher communication channels are established 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
<p>VI. Partnerships and Community Engagement</p> <ul style="list-style-type: none"> ▪ Partnerships with local stakeholders (e.g., LGUs, NGOs) are coordinated ▪ Volunteers for school maintenance and volunteer activities are identified ▪ Advocacy campaigns for <i>Brigada Eskwela</i> are implemented 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
<p>VII. Emergency and Disaster Preparedness</p> <ul style="list-style-type: none"> ▪ Fire extinguishers, emergency alarms, and evacuation plans are in place ▪ Emergency drills (earthquake, fire, etc.) are scheduled and communicated ▪ Designated evacuation areas are identified and prepared 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
<p>VIII. Support for Learners</p> <ul style="list-style-type: none"> ▪ Counseling support services are available ▪ Inclusive education measures for learners with special needs are implemented ▪ School feeding programs are prepared if applicable 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	