



Republic of the Philippines  
**Department of Education**

NEGROS ISLAND REGION  
**SCHOOLS DIVISION OF ESCALANTE CITY**



May 26, 2026

**DIVISION MEMORANDUM**  
 No. 211 s. 2026

**COORDINATION MEETING FOR THE 2026 BRIGADA ESKWELA KICK-OFF**

To: OIC-Assistant Schools Division Superintendent  
 Chief Education Supervisors  
 Education Program Supervisors/Specialist  
 Public Elementary and Secondary School Heads  
 All Others Concerned

1. In preparation for the forthcoming 2026 Division Brigada Eskwela Kick-off all committee members and Events Team are hereby requested to attend the coordination meeting on Thursday May 28, 2026, at 3:00 PM at Washington Elementary School
2. The meeting aims to discuss the final preparations, committee assignments, program flow, logistics, and other important matters relative to the successful conduct of the Brigada Eskwela Kick-off.
3. Enclose is the list of the committee for the reference.
4. Attendance of all concerned personnel is highly encouraged to ensure the smooth coordination and effective implementation of activities.
5. Immediate dissemination of and compliance with this Memorandum are desired.

**PETER J. GALIMBA**

Assistant Schools Division Superintendent  
 OIC- Office of the Schools Division Superintendent

**AMSC/SEPS/05-26-2026**

Reference: DepEd Order 13, s. 2023

Allotment:

To be indicated in the Perpetual Index

Under the following subjects

**BRIGADA ESKWELA**

**COORDINATION MEETING**

**SCHOOL**



Deped Tayo Escalante City



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**TECHNICAL WORKING COMMITTEE**

**PETER J. GALIMBA**

OIC- Schools Division Superintendent

Over-all Chairman

**MARITES C. CAPILITAN**

OIC-Assistant Schools Division Superintendent

Co- Chairperson

Members:

**IVY JOY A. TORRES, PhD**

Chief Education Supervisor, CID

**ALICIA A. OLID, PhD**

OIC- Chief Education Supervisor, SGOD

**BREN B. DOLAR**

Administrative Officer – V

**SUSANA L. LUTERO**

Principal I

**CHONA M. PRIETOS**

EPS Kindergarten

**RESOURCE MOBILIZATION COMMITTEE**

**ALNE MELINDA S. CAUSAPIN**

SEPS-SMN

Chairperson

Member:

**EMOGENE LOMANAS**

ALS Teacher

**MA. MAE Q. BOCTOLAN**

BE Coordinator, WES

**PROGRAM AND INVITATION**

PDO-I:

**MAUREEN MAE SEDAYON**

**DANRIL L. CABUS**

**MAILYN TANO**

**RUXEL ADOLFO**

**SEGISMUND DELARMENTE**

**ACCOMMODATION AND FOOD COMMITTEE**

**SYLVANA J. AGABON**

Teacher, WES

Chairperson

Members:

**ESMERALD H. ESMERO**

Teacher, WES

**TESSIELYN T. ZARAGOZA**

Division Personnel

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Member:  
**WASHINGTON TEACHING FORCE**

**REGISTRATION COMMITTEE**

**SHENA MAY A. GENON** Chairperson

Members:

**IBN M. Dumdum**  
EPS-II ALS

**SARAH P. UMALI**  
ALS Teacher

**NOIME V. MONREAL**  
Technical Working Personnel

**DOCUMENTATION COMMITTEE**

**CYRUS D. LAO** Chairperson  
Planning Officer- II

Members:

**ENGR. ANALIE R. MAHILUM**  
DepEd Project Engineer

**JAD V. RICAFORT**  
PDO-I  
Youth Formation Development

**ENGR. CLINT S. CINCO**  
Division ITO

**DEPED ESCALANTE CITY EVENT TEAM**

**SAFETY/SECURITY/CARAVAN MARSHAL COMMITTEE**

**GIL C. CASTRO** Chairperson  
PDO-II, DRRM

Members:

**HILARIO T. SUCUACO**  
Administrative Officer-II

**ALFREDO P. MAGUATE JR.**  
Technical Working Personnel

**RAFAEL DELA PENA**  
ALS Teacher

**KABALIKAT COM**

**STAGE DECORATION COMMITTEE**

**REGGIE B. BALLADARES** Chairperson  
ASP Coordinator, WES

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Member:

**WASHINGTON TEACHING FORCE**

**CERTIFICATE OF APPRECIATION COMMITTEE**

**SUSANA L. LUTERO**  
Principal- 1

Chairperson

Members:

**WASHINGTON TEACHING FORCE**

**MEDICAL AND FIRST AIDE COMMITTEE**

**DR. MISHAEL KATE B. ABELLA, MD**

Chairperson

Members:

**DR. CHARLOTTE B. MACASLING**  
Dentist- II

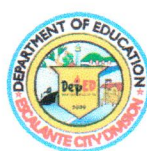
**ROSELYN N. BONGAITAN, RN**  
Nurse-II

**NORIELAINE FAITH Z. PABUAYA, RN**  
Nurse -II

**LORREN LOU S. ALCANSADO, RN**  
Nurse-II

**MONITORING & EVALUATION**

**JESAH JAY CATANGLAN, RN**  
EPS- II SMME



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### 3. Implementation Guidelines

All schools are hereby directed at undertaking the following:

#### a. Preparation of Pre-Determined School Needs

- Conduct an assessment of school facilities and resources;
- Prepare a **list of pre-determined needs**, particularly focusing on:
  - **Repair and minor rehabilitation of classrooms and facilities;**
  - **Cleaning materials and sanitation supplies; Painting and beautification materials;**
- Ensure that all identified needs are aligned with the School Improvement Plan (SIP).

#### b. Strengthening Partnership Readiness

- Identify and engage potential partners and stakeholders;
- Present the school's priority needs to stakeholders for possible support;
- Prepare proposals and communication materials for partnership engagement.

#### c. Brigada Eskwela Preparation

- Organize the School Brigada Eskwela Working Committee;
- Develop a Brigada Eskwela Work Plan based on identified needs;
- Initiate early coordination with stakeholders for resource mobilization.

#### d. Resource Mobilization and Documentation

- Secure commitments and support from partners;
- Document all donations, pledges, and stakeholder participation.

### 5. Monitoring and Submission of Reports

All schools are required to submit the following:

- **List of Pre-Determined School Needs (Repair and Cleaning Materials)**
- **Brigada Eskwela Work Plan**
- **Partnership Engagement/Commitment Log**

**Deadline of Submission:** [Insert Date, e.g., April 10, 2026]

Reports shall be submitted to the Schools Division Office through the respective district offices.



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