



Republic of the Philippines
Department of Education
REGION II – CAGAYAN VALLEY
SCHOOLS DIVISION OF TUGUEGARAO CITY

February 26, 2021

DIVISION MEMORANDUM

No. 050 s. 2021

**DIVISION SEARCH FOR BEST BRIGADA ESKWELA SCHOOL IMPLEMENTER
SCHOOL YEAR 2020-2021**

To: Assistant Schools Division Superintendent
Chiefs of Divisions
Education Program Supervisors
Heads of Sections/Units
Heads of Schools (Public Elementary and Secondary)
All Others Concerned

1. In compliance with DepEd Memorandum No. 53, s. 2020 entitled "Joint Implementing Guidelines on the 2020 Brigada Eskwela and Oplan Balik Eskwela Relative to the COVID-19 Situation," this office shall conduct the Division Search for Best Brigada Eskwela School Implementer on March 8-12, 2021, through paper validation of documents after which onsite validation to be announced later will follow.
2. For facility in conducting the validation of documents, a District Evaluation Team is created and from their composition, each is assigned a particular criterion to handle. Hence, packaging of documents shall be per criterion.
3. The four (4) categories of schools shall be in accordance with the provisions of above cited DepEd Memo: Small, Medium, Large, and Mega Category.
4. Only Brigada Eskwela efforts from June 1, 2020 to October 31, 2020 are considered in the search.
5. All Schools are automatic entries.
6. Deadline of submission of folders/documents shall be on or before March 10, 2021, 5:00 PM.
7. Immediate dissemination and strict compliance to this memorandum is desired.



SGOD-02-40



Address: Regional Government Center, Carig Sur, Tuguegarao City, 3500
Telephone Nos.: (078) 844-7925; (078) 377-8805
Email Address: tuguegarao@deped.gov.ph
Website: depedtuguegarao.net



Doc Code:	FM-ORD-005	Rev:	00
As of:	Sep 12, 2019	Page:	2




REYNANTE Z. CALIGUIRAN

Assistant Schools Division Superintendent
Officer In-Charge
Office of the Schools Division Superintendent

Encl.: As stated
Reference: DepEd Memorandum No. 53, s. 2020
To be indicated in the Perpetual Index
under the following subjects:

PARTNESHIPS
RECOGNITION
SEARCH



SGOD/GMD/EMB

SGOD-02-40



Address: Regional Government Center, Carig Sur, Tuguegarao City, 3500
Telephone Nos.: (078) 844-7925; (078) 377-8805
Email Address: tuguegarao@deped.gov.ph
Website: depedtuguegarao.net



Doc Code:	FM-ORD-005	Rev:	00		
As of:	Sep 12, 2019	Page:	2		

2020 DIVISION SEARCH FOR BEST BRIGADA ESKWELA SCHOOL IMPLEMENTER

DISTRICT EVALUATION TEAM

Persons Involved	District	Schools to Validate
ELEMENTARY		
<p>JUANA L. CASTILLO – Chairperson DIANA M. DOLDOLEA – Co-Chair</p> <p align="center">Members: Rizalina B. Tuliao Emely Tango Josephine Ballard</p>	<p>Tuguegarao Northeast District</p>	<ul style="list-style-type: none"> • Tuguegarao Northeast Central School • Carig Norte Elementary School • Carig Elementary School • Pengue-Ruyu Elementary School • Linao Elementary School • Larion Alto Elementary School • Larion Bajo Elementary School • Balzain Elementary School
<p>VISITACION LIGUTAN – Chairperson VISSIA B. ASUNCION – Co-Chair</p> <p align="center">Members: Myrna Cuntapay Analyn Caulan Aileen Ibanez</p>	<p>Tuguegarao North District</p>	<ul style="list-style-type: none"> • Tuguegarao North Central School • Caritan Elementary School • Atulayan Elementary School • Annafunan Elementary School • Bagay Elementary School • Pallua Elementary School
<p>JANETTE M. DULIN – Chairperson ARNOLD QUIZZAGAN – Co-Chair</p> <p align="center">Members: Vilma Darisan Susan Pagulayan</p>	<p>Tuguegarao East District</p>	<ul style="list-style-type: none"> • Tuguegarao East Central School • Capatan Elementary School • Libag Elementary School • Gosi Elementary School • Tagga-Dadda Elementary School • Dadda Elementary School • Namabbalan Elementary School
<p>ROSARIO DELA CRUZ – Chairperson DAHLIA BALABBO – Co-Chair</p> <p align="center">Members: Elmer Narag Analiza Talattad Grace Hermenigildo</p>	<p>Tuguegarao West District</p>	<ul style="list-style-type: none"> • Tuguegarao West Central School • Ugac Elementary School • Cataggaman Elementary School • Cataggaman Nuevo Elementary School • Buntun Elementary School • Cataggaman Pardo Elementary School • San Gabriel Elementary School
SECONDARY		
<p>LINA TUPPIL – Chairperson MARLO MELAD – Co-Chair</p> <p align="center">Members: Ronnie Arellano Josephine Gammad Myrna Adduru</p>		<ul style="list-style-type: none"> • Gosi National High School • Cataggaman National High School • Tuguegarao West High School • Senior High - Cagayan National High School • Junior High – Cagayan National High School • Tuguegarao City Science High School

Policies

1. The 2020 Brigada Eskwela Search for Best Implementing Schools Evaluation Team shall be composed of Public Schools District Supervisors, Education Program Supervisors and select school heads. They shall agree among themselves the evaluator/s per criterion. Their evaluation period shall be March 11 and 12, 2021.
2. Submission of documents/folders by the schools to the Division Office shall not be later than March 10, 2021, 5:00 o'clock in the afternoon. A transmittal letter duly-signed by the School Head must be officially-received and released from the records section.
3. The best 5 schools per category garnering the highest scores shall be subject to onsite validation vying for the Champion, and 1st to 4th runner-up, respectively. In determining this, 50% of the scores of the 5 best schools shall automatically make up the final score, while the other 50% shall be from the result of onsite validation conducted by the Division Team.
4. School consolidated Report (BE FORM 1 AND 1.1) shall be submitted as basis for evaluation. Each group of volunteers shall be in separate documents. The evaluation team shall be briefed on how to treat this part because it is being affected by the pandemic. All that the schools will do is to just submit these said forms.
5. The School Head shall prepare all relevant MOV documents including those required in the WinS Criteria. Concerned personnel for interview must be readily- available during the onsite validation.
6. SIP/AIP, Brigada Workplan, Program of Works and Consolidated/Summary of Donations used in the Brigada Eskwela shall be presented during the onsite evaluation.
7. Program of Works of on-going or completed projects shall be properly documented (w/ Pictures - before, during and after project implementation, official receipts/invoiced purchase orders, etc.).
8. Only projects done from June 1 to October 31, 2020 shall be considered provided that: There is proof that the project was ~~donned~~ acquired in support to the Brigada Eskwela Program Implementation, Deed of Donations 15,000.00 and above shall be properly notarized. A consolidated notarization is allowed, Donations below 15,000.00 shall be supported by unnotarized Deed of Donation (attested by a witness) and/or similar Acknowledgment Receipt & documents.
9. Prioritization shall be observed in the Scope of Work (e.g.: pandemic aligned following those that were mandated in the 2020 Brigada Eskwela Guidelines, repair, rehab, improvement of school wash facilities facilities, water and sanitation, etc.)
10. New construction of classroom implemented by DPWH and repairs of classrooms from DepEd funds shall not be counted- All other public funded projects (i.e.: stage, fence, comfort rooms and the like) shall be considered.
11. New construction of classrooms funded by non-government institution/private donors shall be counted under Generated Resources only provided it is supported by valid documents.
12. For DepEd initiated projects with counterpart from LGU and./or private donor, only funds from the LGU/private entity shall be considered under Generated Resources and Scope of Work.
13. Computation of services rendered by volunteers shall be P37.50/man-hour.
14. In case of tie, all excess from the required no. of projects/activities in the applicable BE criteria shall be considered.
15. Only the school head and the assigned school committee members in charge of the Brigada Eskwela documents shall be allowed to entertain and answer queries from evaluators to facilitate and maintain the integrity of the evaluation process.
16. The School Head of the school who was responsible in the implementation of 2020 Brigada Eskwela activities before reshuffling of assignments shall be present during the evaluation and must be credited for said Brigada Eskwela efforts.

Categorization of Schools

ELEMENTARY

CATEGORY	NUMBER OF TEACHERS
SMALL SCHOOL	9 and below
MEDIUM SCHOOL	10 – 29
LARGE SCHOOL	30 – 50
MEGA SCHOOL	51 and above

SECONDARY

CATEGORY	NUMBER OF TEACHERS
SMALL SCHOOL	15 and below
MEDIUM SCHOOL	16 – 30
LARGE SCHOOL	31 – 50
MEGA SCHOOL	51 and above

Note: integrated Schools (Kindergarten to Grade 12) may choose which category level they intend to participate in the selection.

To get the full points for Generated Resources, the following amount in pesos shall be used as bases:
(but this is subject to change in consideration of the situation)

ELEMENTARY

CATEGORY	NUMBER OF TEACHERS	RESOURCE GENERATED IN PESOS
SMALL SCHOOL	9 and below	399,999 and below
MEDIUM SCHOOL	10 – 29	400,000 - 799,999
LARGE SCHOOL	30 – 50	800,000 - 1,199,999
MEGA SCHOOL	51 and above	1,200,000 and above

SECONDARY

CATEGORY	NUMBER OF TEACHERS	RESOURCE GENERATED IN PESOS
SMALL SCHOOL	15 and below	399,999 and below
MEDIUM SCHOOL	16 – 30	400,000 - 799,999
LARGE SCHOOL	31 – 50	800,000 - 1,199,999
MEGA SCHOOL	51 and above	1,200,000 and above

School: _____
Level: _____ **Category:** _____
Name of School Head: _____ **Score:** _____

Search for Brigada Eskwela Best Implementing School

A. SCOPE OF WORK (30)

FORMULA:

$$\frac{\text{No- of maior and/or Minor Projects as reflected in the BE Plan X}}{\text{Total No. of Required Projects per Category}} \times 30\%$$

MOVs: Program of Works, Acknowledgment Receipt, Official Receipt, Deed Of Donation, Certificate of Acceptance

RUBRICS

CATEGORY	Major Projects (50,000 and above)	Minor Projects (below 50,000)	Total Number of Projects
SMALL SCHOOL	1	4	5
MEDIUM SCHOOL	1	7	8
LARGE SCHOOL	2	8	10
MEGA SCHOOL	2	10	12

Please **NOTE** that since our theme is pandemic aligned, all projects must be in conformity with those that are mandated, like:

- procurement of thermal scanners
- hand sanitizing equipment or materials such as rubbing alcohol, anti-bacterial or germicidal soap
- cleaning tools, materials or disinfectants that may be used to disinfect the learning areas such as spray tank, disinfectant spray or disinfecting bleach, foot bath
- Disposable surgical/face mask/ shield and surgical gloves
- Multi-vitamin capsules, tablets or syrups for our teachers and children
- Printing of COVID-19 and sanitation/proper handwashing hygiene information materials
- Printing of materials and provision of supplies for remote learning for the learners, teachers, and parents such as bond papers, work sheets, notebooks, pad paper, ball pens, pencils, crayons, coloring materials and others

The following would add up to the above cited endeavors:

- repairs or construction of wash facilities
- contact less alcohol dispenser/hand sanitizer dispenser
- UV Air Purifier

 Evaluator's signature over printed name

School: _____
 Level: _____ Category: _____
 Name of School Head: _____ Score: _____

Search for Brigada Eskwela Best Implementing School

B. DIVERSE VOLUNTEER, PARTICIPATION (25)

Parent Volunteers

Participation of parents in the dissemination of BE-LCP (Attendance to meetings conducted) (5)	81 to 100% - 5pts. 61 to 80% - 4pts. 41 to 60% - 3pts. 21 to 40% - 2 pts. 1 to 20% - 1pt.	<ul style="list-style-type: none"> • Attendance Sheet •
Participation of parents in the distribution and retrieval of SLM's and LAS (5)		
Attendance of parents during the maintenance week (5)		
Participation of other volunteers in the conduct of BE activities (in the maintenance week or in the form of assistance to BE-LCP Implementation) (10)	(see below matrix for the scoring)	<ul style="list-style-type: none"> • Attendance Sheet • Pictorials

Other Volunteers

Kind of Volunteer	5 Volunteers & above	Below 5 Volunteers
NGAs, Other Gov't. Organizations and Public Corporations	2	1
LGUs (Barangay, Municipal, Province)	2	1
Community including NGOs & Professional Associations (Local and/or International)	2	1
Private Sector including Corporate Foundations and Private Schools	2	1
Pupil/Student Organization (SSG/SPG) Officers and/or Members and Alumni Associations	2	1
TOTAL	10	

 Evaluator's signature over printed name

School: _____
 Level: _____ Category: _____
 Name of School Head: _____ Score: _____

Search for Brigada Eskwela Best Implementing School

C. GENERATED RESOURCES (15)

Total Amount of resources generated from partners/stakeholders	• Deed of donations/acceptance or MOA
--	---------------------------------------

ELEMENTARY

CATEGORY	NUMBER OF TEACHERS	RESOURCE GENERATED IN PESOS
SMALL SCHOOL	9 and below	399,999 and below
MEDIUM SCHOOL	10 – 29	400,000 - 799,999
LARGE SCHOOL	30 – 50	800,000 - 1,199,999
MEGA SCHOOL	51 and above	1,200,000 and above

SECONDARY

CATEGORY	NUMBER OF TEACHERS	RESOURCE GENERATED IN PESOS
SMALL SCHOOL	15 and below	399,999 and below
MEDIUM SCHOOL	16 – 30	400,000 - 799,999
LARGE SCHOOL	31 – 50	800,000 - 1,199,999
MEGA SCHOOL	51 and above	1,200,000 and above

 Evaluator's signature over printed name

School: _____
Level: _____ **Category:** _____
Name of School Head: _____ **Score:** _____

Search for Brigada Eskwela Best Implementing School

D. ALIGNMENT TO BRIGADA ESKWELA (15)

Disinfection of schools (2)	<ul style="list-style-type: none"> • Pictorials
Mobilization of essential items (4)	<ul style="list-style-type: none"> • Pictorials of Deed of Donations/acceptance (Provision of PPEs)
Conduct of Psychological first aid sessions/psycho-social interventions (3)	<ul style="list-style-type: none"> • Proposal, terminal report, pictorials
Conduct of Distance Learning (2)	Monitoring of teachers to learners through online platform or Face to face (case to case basis as requested by the parents)
Orientation activities with partners and PTA on DepEd's Learning Continuity Plan (2)	<ul style="list-style-type: none"> • Letter to Parents • Minutes of the Meeting • Pictorials • Memo indicating the agenda of the orientation
Gulayan sa Paaralan/Tahanan (2)	<ul style="list-style-type: none"> • Letter to partners and agencies requesting vegetable seedlings(DA) • MOA/ Deed of donation/ acceptance • Pictorials of vegetable garden in school/home

 Evaluator's signature over printed name

School: _____
Level: _____ Category: _____
Name of School Head: _____ Score: _____

Search for Brigada Eskwela Best Implementing School

E. CREATIVITY AND INNOVATIONS (10)

Innovations must be aligned with the new normal	• Proposal, terminal report, pictorials
---	---

RUBRICSs

- Concept Paper (package) - 1pt
- Access (participation rate) - 1pt
- Relevance (timeliness, close a gap based on felt need) - 1pt
- Uniqueness (novelty and freshness) - 1pt
- Number of Beneficiaries (as targeted from concept paper) - 1pt

Note: MAXIMUM OF 2 INNOVATIVE PROJECIS SHALL BE SUBMITTED FOR EVALUATION. EACH INNOVATIVE PROJECT SHALL BE EVALUATED USING THE ABOVE RUBRICS.

Evaluator's signature over printed name

School: _____
Level: _____ Category: _____
Name of School Head: _____ Score: _____

Search for Brigada Eskwela Best Implementing School

F. SUSTAINABILITY OF THE AESTHETIC ASPECT OF THE LEARNING ENVIRONMENT

Conduct of programs, projects, activities that nurture cleanliness and maintenance of school environment (5)	<ul style="list-style-type: none">• Pictorials of the school displaying cleanliness and orderliness and beautification efforts• Gulayan sa Paaralan• Cleanliness of the School ground• Functional MRF's• Functional School Clinic, DRRM Room
--	--

Evaluator's signature over printed name