



Republic of the Philippines

Department of Education

REGION II – CAGAYAN VALLEY
SCHOOLS DIVISION OF TUGUEGARAO CITY

March 8, 2021

DIVISION MEMORANDUM

No. 061 . 2021

**ORIENTATION MEETING OF DISTRICT EVALUATORS RE SEARCH FOR BEST
BRIGADA ESKWELA SCHOOL IMPLEMENTER**

To: Assistant Schools Division Superintendent
Chiefs of Divisions
Public Schools District Supervisors
Concerned Education Program Supervisors and School Heads

Ronnie S. Arellano
Josephine I. Gammad
Myrna Q. Adduru
Vissia B. Asuncion
Rizalina B. Tuliao
Emely Tango
Myrna Cuntapay
Aileen Ibanez

Vilma Darisan
Susan Pagulayan
Elmer Narag
Analiza Talattad
Grace Hermenegildo
Josephine Ballad
Analyn Cauilan

1. This Office established a group of District Evaluators Team composed of Public Schools District Supervisors as Chair and Co-chair, as well as Education Program Supervisors and School Heads as members, to conduct paper evaluation on March 11-12, 2021, Thursday and Friday, to be held in the Division Office, official time.
2. Each team shall decide who will be in-charge of each criterion for facility in the conduct of the paper evaluation.
3. For further guidance in the conduct of the evaluation, the said evaluation teams are requested to report on time on March 11, 2021, on or before 8:00 AM, for orientation on the appreciation of documents.
4. Attached are documents and references for your advance perusal.
5. Strict compliance to this memorandum is desired.

REYNANTE Z. CALIGUIRAN

Assistant Schools Division Superintendent
Officer In-charge

Office of the Schools Division Superintendent



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As of:	July 2, 2018	Page:	1



Encl.: As stated
Reference: NONE
To be indicated in the Perpetual Index
under the following subjects:

PARTNESHIPS
RECOGNITION
SEARCH

/SGOD/gmd/emb/

SGOD-03- 3a



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Republic of the Philippines
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 REGION II – CAGAYAN VALLEY
 SCHOOLS DIVISION OF THE CITY OF ILAGAN

CRITERIA AND GUIDELINES

CRITERIA	PERCENTAGE	ACTIVITIES	MEANS OF VERIFICATION
1. Scope of Work	30	Conducted programs and projects aligned to the new normal (5)	<ul style="list-style-type: none"> • Program of Work • Pictorials
		Generation of BELCP materials from partners (15)	<ul style="list-style-type: none"> • Letter to partners • Deed of Donations/Acceptance, MOA (Includes IT gadgets, printing materials) Pictorials
		Mobilization of essential items (10)	<ul style="list-style-type: none"> • Letter to partners • Deed of Donations/Acceptance • Pictorials
2. Diverse Volunteers	15	Participation of parents in the dissemination of BE-LCP (Attendance to meetings conducted) (5)	<ul style="list-style-type: none"> • Attendance Sheet • Pictorials
		Participation of parents in the distribution and retrieval of LSM's and LAS (5)	
		Attendance of parents during the maintenance week (5)	
	10	Participation of other volunteers in the conduct of BE activities (in the maintenance week or in the form of assistance to BE-LCP Implementation)	<ul style="list-style-type: none"> • Attendance Sheet • Pictorials
3. Generated Resources	15	Total Amount of resources generated from partners/stakeholders	<ul style="list-style-type: none"> • Deed of donations/acceptance or MOA
4. Alignment to Brigada Theme	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)	Letter to Parents Minutes of the Meeting Pictorials Memo indicating the agenda of the orientation
		Gulayan sa Paaralan/Tahanan (2)	Letter to partners and agencies requesting vegetable seedlings(DA) MOA/ Deed of donation/ acceptance Pictorials of vegetable garden in school/home
5. Creativity and innovations	10	Innovations must be aligned in the new normal	<ul style="list-style-type: none"> • Proposal, terminal report, pictorials
6. Sustainability of the aesthetic aspect of the learning environment	5	Conduct of programs, projects, activities that nurture cleanliness and maintenance of school environment	<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

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>Members: Rizalina B. Tuliao Emely Tango Josephine Ballad</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>Members: Myrna Cuntapay Analyn Cauilan 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>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>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>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

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: _____

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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:** _____

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C. GENERATED RESOURCES (15)

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

CATEGORY	NUMBER OF TEACHERS	RESOURCE GENERATED IN PESOS
SMALL SCHOOL	9 and below	399,999 and below
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SECONDARY

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 Evaluator's signature over printed name

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

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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)
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 Evaluator's signature over printed name

School: _____

Level: _____ Category: _____

Name of School Head: _____ Score: _____

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E. CREATIVITY AND INNOVATIONS (10)

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



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

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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
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Evaluator's signature over printed name