



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
GATE 2, KARANGALAN VILLAGE
1900 CAINTA, RIZAL



15 November 2021

Regional Memorandum

**REGIONAL EVALUATION OF SY 2021 BRIGADA ESKWELA BEST
IMPLEMENTING SCHOOL AWARDS**

To: **Schools Division Superintendents**

1. The Department of Education, with the commitment to ensure that education must continue amidst the challenges and uncertainties of face-to-face classes brought by the (COVID-19) Pandemic, was able to address the situation through the Basic Education Learning Continuity Plan (BE-LCP) and Partnership Engagements with various Stakeholders.
2. Support to Basic Education Program through strengthened partnership engagements was complemented with the issuance of **DepEd Memorandum No. 048, s. 2021**, for the Implementing Guidelines on SY 2021 Brigada Eskwela Program with the theme: "Bayanihan para sa Paaralan" scheduled as follows:
 - a. National Brigada Eskwela Media/Online Kick Off on August 3, 2021;
 - b. Regional/Division Kick-off Program on August 4 to 7, 2021;
 - c. Brigada Eskwela Implementation and Monitoring of Schools on August 3 to September 30, 2021
 - d. Submission of Brigada Eskwela Accomplishment Reports, by Schools Division on October 30, 2021; by regions on November 30, 2021;
 - e. Brigada Eskwela Awards from January to February 2022.
3. Considering the various concerns that the Divisions need to address in these challenging times, the deadline for the submission of SY 2021 Brigada Eskwela Program accomplishment report contained in A4 size - soft copy with five (5) minutes video presentation highlighting exceptional accomplishments of schools as Means of Verification (MOV's) will be on **November 22, 2021**. The Regional evaluation and Virtual Validation will be on **November 23 to 26, 2021**. Please see Annex A for the contextualized Monitoring and Evaluation Tool.



"EXCELLENCE is a CULTURE and QUALITY is a COMMITMENT"

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4. The contextualized Monitoring and Evaluation Tool as agreed to be adopted by the Region IV-A Social Mobilization and Networking Association shall be the Official Tool to be used in evaluating the various school categories of Brigada Eskwela to both elementary and secondary schools as stipulated in Enclosure No. 2 to DepEd Memorandum No. 048, s. 2021 under the Brigada Eskwela Best Implementing Schools Award, (**small, medium, large, mega schools**).
5. Schools Division Offices shall likewise identify recipients of a **Special Brigada Eskwela Award** regardless of school category, among others in a unique way of recognizing schools accomplishments as follows:
 - a. Best School-Community-Home Partnerships;
 - b. Best Home Learning Spaces;
 - c. Best Partnership Engagement Activity;
 - d. Best Brigada Eskwela Collaboration at the School District; and
 - e. Most Prepared School, among others.
6. For further queries, please contact Bernardo C. Pascual, Project Development Officer IV at 0927 073 1535, or email at essd.calabarzon@deped.gov.ph
7. Immediate dissemination of this Memorandum is desired.


FRANCIS CESAR B. BRINGAS
Regional Director 

Incl.: Contextualized Brigada Eskwela Monitoring Tool

essd/bcp



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BRIGADA ESKWELA MONITORING AND EVALUATION TOOL

S.Y. 2021-2022

Division:		Name of School:	
School Address:		School ID:	
(Please check appropriate box)		Type of School / Category	
Level: <input type="checkbox"/> Elementary	<input type="checkbox"/> High School	<input type="checkbox"/> SMALL <input type="checkbox"/> MEDIUM	<input type="checkbox"/> LARGE <input type="checkbox"/> MEGA
School Head		Contact Number:	
Brigada Eskwela Coordinator:		Contact Number:	
Total No. of Students:		Total Amount of Resources Generated: Php. _____	
Total No. of Teachers:		Major Brigada Pagbasa Project:	
Total No. of Non Teaching Personnel:			
Total No. of Beneficiaries:			

Directions: Assess the School Brigada Implementation based on the following criteria and Means of Verification presented with the given indicators. Tick availability of each item with YES or No. In case of tie, partnerships in private sector and other non-governmental organization will be given higher weight after evaluation. (Use separate sheets if needed.)

I. PARTNERSHIP INITIATIVES AND ACTIVITIES (40%)			
A. Community – Home Partnerships 5%	Means of Verification (MOV's)	Yes	No
1. Parents and other community members are involved in the school reading program.	With Tutorial Hub pictures		
	With attendance logbook		
	With reading materials in tutorial hub		
2. Collaboration of school and Municipal Federation of Parents and Teachers Association.	Conduct of PTA Forum and Assembly		
	Compliance to timeline on conducting election		
	Pictures of HRPTA, GPTA and MFPTA Election .		



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3. LGU's (province, city/municipal or barangay) collaboration on preparation for the opening of classes and Brigada Eskwela	Collaboration on preparation for the opening of classes and Brigada Eskwela		
	Pictures of LGU's participation in Brigada Eskwela		
	Soft copy of Attendance logbook Certificates. Etc.		
4. With virtual students' assemblies and safe communication.	Soft copy of plan of action and timetable for student s org. and assemblies		
	With set of student's officers		
	With soft copy of attendance or record of attendees from virtual students' organization activities.		
5. With Functional School Governing Council	With soft copy of documents of conference /meetings attendance/logbook		
	With pictures of filed report/output/ documents on previous activity		
	With organizational structure		
Computation shall be based on the number of YES divided by highest possible score of 15 points multiplied by 100 then by .05		Final Score	

I. PARTNERSHIP INITIATIVES AND ACTIVITIES (40%)			
B. Home Learning Spaces and Activities 5 %	Means of Verification (MOV's)	Yes	No
1. Report on student's dedicated and comfortable space for learning at home.	With virtual coordination with the families on home learning spaces		
	With virtual attendance record / logbook on virtual/f2f coordination		
	With pictures supporting current home learning		
2. Home learning space is visual and with well-lit area.	With pictures of comfortable Home Learning Space		
	With lights comfortable to learners		
	With pictures of documents supporting current home learning space		
3. With variety of reading materials and attainable to learners	Pictures of different reading materials		
	With materials in literacy and numeracy		
	With pictures of documents supporting current home learning spaces		
4. With plan and predictable learning	With virtual attendance record / logbook on virtual/f2f coordination		
	With pictures of documents supporting home learning spaces		
	With pictures /soft copy of plan of actions of ways forward.		

5. Home learning space is with visual displays of independent works or play.	With virtual attendance record / logbook on virtual/f2f coordination		
	With picture of documents supporting current home learning spaces		
	With soft copy of plan of actions of ways forward.		
Computation shall be based on the number of YES divided by highest possible score of 15 points multiplied by 100 then by .05		Final Score	

I. PARTNERSHIP INITIATIVES AND ACTIVITIES (40%)			
C. Engagement Strategies and Activities 5%	Means of Verification (MOV's)	Yes	No
1. Virtual Brigada Eskwela Forum	With soft copy of attendance, letter, record / logbook of virtual/f2f activities including dates and participants.		
	With pictures of documents supporting how the activity were implemented.		
	With picture of analysis and plan of action of ways forward .		
2. Online orientation /capacity building on Adopt-A-School and partnership building strategies in relation to the Learning Continuity Plan	With virtual attendance, letter, record / logbook of virtual/f2f activities including dates and participants.		
	With pictures of documents supporting how the strategies were implemented		
	With soft copy of analysis and plan of action of ways forward		
3. Virtual Partnership Appreciation Program	With soft copy of attendance, letter, record / logbook of virtual/f2f activities including dates and participants.		
	With picture of documents supporting how the strategies were implemented.		
	With picture of analysis and plan of action of ways forward .		
4. Discuss the new direction of basic education. (Different Challenges, BE-LCP and partnership on its implementation)	With soft copy attendance, letter, record / logbook of virtual activities		
	With pictures of documents supporting how the activity were implemented		
	With pictures of analysis and plan of action of ways forward		
5. Partnership for printed materials and supplies for	With virtual attendance, letter, record / logbook of virtual activities		

remote learning for the learners, teachers and parents (bond paper, worksheets, notebooks, pad paper, pen, crayon, pencil etc.	With pictures of documents supporting how the strategies were implemented.		
	With picture of analysis and plan of action of ways forward .		
Computation shall be based on the number of YES divided by highest possible score of 15 points multiplied by 100 then by .05		Final Score	

I. PARTNERSHIP INITIATIVES AND ACTIVITIES (40%)			
D. School District Collaboration 5 %	Means of Verification (MOV's)	Yes	No
1. Coordinate with School District Offices and convene local school board to identify possible support to school.	Means of virtual coordination/activities with the districts. Ex. attendance, letter, logbook, certificate, calls/social media etc.)		
	Pictures of Plan of actions/ timetable on coordination and activities		
	Pictures of Filed record documents of implemented activities		
2. Participation in districts activities like webinars, training, workshops.etc.	Means of virtual coordination/activities with the districts. Ex. attendance, letter, logbook, certificate, calls/social media etc.)		
	Picture of Plan of actions/ timetable on coordination and activities		
	Filed record documents of implemented activities		
3. Participate in district preparatory meeting for Brigada Eskwela	Means of virtual coordination/activities with the Districts Ex. attendance, letter, logbook, certificate, calls/social media etc.)		
	Picture of Plan of actions/ timetable on coordination and activities		
	Filed record documents of implemented activities		
4. Programs, Projects and activities coordinated to school district	Means of virtual coordination/activities with the districts. Ex. attendance, letter, logbook, certificate, calls/social media etc.)		
	Picture of Plan of actions/ timetable on coordination and activities		
	Filed record documents of implemented activities		
5. Recognition, Awards given by the school district	Means of virtual coordination/activities with the districts. Ex. attendance, letter, logbook, certificate, calls/social media etc.)		

	Plan of actions/ timetable on coordination and activities		
	Filed record documents of implemented activities		
Computation shall be based on the number of YES divided by highest possible score of 15 points multiplied by 100 then by .05		Final Score	

I. PARTNERSHIP INITIATIVES AND ACTIVITIES (40%)			
E. Brigada Eskwela Program Readiness 5%	Means of Verification (MOV's)	Yes	No
1. Action Plan and Work Program	Plan is efficiently followed supported by documents and output.		
2. Compliance to timeline	Complied efficiently in advance and 100 % implemented		
3. Availability of BE Documents and its report to Division/District Office	Documents Efficiently submitted in advance and 100% implemented		
4. Accuracy of BE report to DPDS, Inventory Slip and Acknowledgement Receipt	Tallied in DPDS		
	Tallied in DPDS with acknowledgement receipt		
	Tallied in DPDS, acknowledgement receipt and inventory slip		
5. Liquidation of all Expenses on time	Expenses efficiently liquidated in advanced		
Computation shall be based on the number of YES divided by highest possible score of 7 points multiplied by 100 then by .05		Final Score	

I. PARTNERSHIP INITIATIVES AND ACTIVITIES (40%)			
F. Engagement to all education stakeholders 5%		Yes	No
Presented at least two established partners in every stakeholders group			
1. LGU's Barangay/ City/Provincial/ SK			
2. Community Involvement including NGO's and Professional Associations			
3. Private Sector Involvement including Corporate Foundations and Private Schools			
4. Pupil/Student Organization (SSG/SPG) Alumni Associations			
Computation shall be based on the number of YES divided by highest possible score of 4 points multiplied by 100 then by .05		Final Score	

I. PARTNERSHIP INITIATIVES AND ACTIVITIES (40%)
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G. Involvement of Partners in Brigada Pagbasa with the following key activities		Yes	No
5%			
1. Collaboration with partners to secure the list of struggling learners and non-readers per grade level			
2. Collaborate with LGU's on mapping community volunteers (Student Teachers, PTA Officers, Church Partners Etc.) to be equipped on teaching, reading, and handling remediation classes. for Brigada Pagbasa			
3. Train volunteers (PTA Officials, on methods and techniques to teach beginning reading and use the Reading Remediation Toolkit			
4. Plan with teachers and community educators on the implementation of the Brigada Pagbasa Reading intervention.			
5. Mobilized trained Brigada Pagbasa facilitators to develop contextualized reading materials and books for reading sessions with children.			
6. Brigada Pagbasa Roll Out, 2 to 3 Hours Reading Remediation Session (Story Telling, Teaching Beginning Reading, Drills)			
7. Conduct feed backing and reflection activities with teachers and community educators to identify gaps and lessons learnt in the project roll out.			
8. Partnership on Establishment of Reading Help Desk or Tutorial Hubs			
9. Specify other initiated school literacy and numeracy activities and interventions.			
10. Alignment of Brigada Pagbasa to BE-LCP			
Computation shall be based on the number of YES divided by highest possible score of 10 points multiplied by 100 then by .05		Final Score	

I. PARTNERSHIP INITIATIVES AND ACTIVITIES (40%)				
H. Number of Beneficiaries of Brigada Eskwela Activity 5 %				Score
Targeted Beneficiary		Number of Beneficiary		
Student		Student		
Teacher		Teacher		
Non-teaching		Non-teaching		
Computation shall be based on the quotient of the number of beneficiaries divided by targeted beneficiaries. Maximum Score is 1, then total score divide by the maximum score 3. Final Score is total score multiplied by 100 then by 0.5				Final Score

II. GENERATED RESOURCES (converted into peso – worth) -30 %				
Resource Generated:				
Level	Category	Elementary	Secondary	Score
<input type="checkbox"/> Elementary	<input type="checkbox"/> Small	90,000 and above	100,000 and above	
	<input type="checkbox"/> Medium	200,000 and above	300,000 and above	
<input type="checkbox"/> Secondary	<input type="checkbox"/> Large	300,000 and above	500,000 and above	
	<input type="checkbox"/> Mega	500,000 and above	1,000,000 and above	

<p>Computation shall be based on total resource generated divided by level and category, maximum of 100 Percent, then multiplied by .3</p> <p>NOTE: This pertains to generated resources to support the BE-LCP implementation and health and safety protocols. The amount of generated resources shall include all donations-in-kind and equivalent amount of items based on the prevailing market value and reflect to the equivalent of the volunteer man hour services.</p> <p>All donated items classified as property, Plant and Equipment are properly recorded in the book of accounts as stipulated in DepEd Order No. 82, s. 2011 titled "Guidelines on the Proper Recording of all Donated Properties." It shall also include all resources accepted after the steering and working committees were formed and commence to execute their functions.</p> <p>All amounts of generated resources shall be tallied in DPDS, Inventory Slip and Acknowledgement receipts.</p>	Final Score
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III. BAYANIHAN EFFORT TO SUPPORT BE-LCP 30%			
<p>This pertains to school s collaborative effort with various stakeholders to support the implementation of the BE-LCP including school mandatory preparation activities and works to accommodate learners and continuation of learning opportunities. Further, with partnerships in raising the availability of items mentioned below. 20 %</p>	Means of Verification (MOV's)	Yes	No
<p>1. Engage partners in the provision, delivery, retrieval or assessment in the Modular Learning System.</p>	With soft copy documentation of activities		
	With pictures of simple turn over, with deed of donation and acceptance, MOA, MOU		
	With pictures of output and availability of the items		
<p>2. Engage partners in the promotion and provision of distance multiple learning delivery modalities such as local radio/TV stations and other available media.</p>	With soft copy documentation of activities		
	With pictures of simple turn over, with deed of donation and acceptance, MOA, MOU		
	With pictures of output and availability of the items		

3. Coordination to clean and disinfect school buildings, classrooms, and other school facilities	With soft copy documentation of activities		
	With pictures of simple turn over, with deed of donation and acceptance, MOA, MOU		
	With pictures of output and availability of the items		
4. Identify resources and partnerships necessary for High Tech, Low Tech or No Tech aide for learning	With soft copy documentation of activities		
	With pictures of simple turn over, with deed of donation and acceptance, MOA, MOU		
	With pictures of output and availability of the items		
5. Availability of printing information materials on COVID-19 and Proper handwashing hygiene.	With soft copy documentation of activities		
	With pictures of simple turn over, with deed of donation and acceptance, MOA, MOU		
	With pictures of output and availability of the items		
6. Availability of printing materials and provision of supplies for distance learning (bond papers, worksheets, notebook's, pad papers, ball pens, pencil	With soft copy of documentation of activities		
	With pictures simple turn over, with deed of donation and acceptance, MOA, MOU		
	With pictures of output and availability of the items		
7. Availability of hand sanitizing materials, such as rubbing alcohol, anti- bacterial or germicidal soap	With soft copy of documentation of activities		
	With pictures simple turn over, with deed of donation and acceptance, MOA, MOU		
	With pictures of output and availability of the items		
8. Availability of medical devices and equipment (infrared and digital thermometer, pulse oximeter, thermos scanner,)	With pictures of output and availability of the items		
	With soft copy of documentation of activities		
	With pictures of simple turn over, with deed of donation and acceptance, MOA, MOU		
9. Washable facemask, surgical face mask, face shield and surgical gloves.	With pictures of output and availability of the items		
	With soft copy documentation of activities		
	With pictures of simple turn over, with deed of donation and acceptance, MOA, MOU		
10. Cleaning tools, materials or disinfectants that may be used to disinfect the learning areas, such as spray tank, disinfectant spray or disinfecting bleach, footbath	With pictures of output and availability of the items		
	With soft copy of documentation of activities		
	With pictures of of simple turn over, with deed of donation and acceptance, MOA, MOU		

Computation shall be based on the number of YES divided by highest possible score of 30 points multiplied by 100 then by .2	Final Score
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III. BAYANIHAN EFFORT TO SUPPORT BE-LCP 30%			
B. Schools Safety, Preparedness and Resiliency 5%		Yes	No
1. Prepare an evacuation/exit plan and post directional signage on every floor of the building.			
2. Identify evacuation areas and classrooms that may be used as temporary shelters during disasters and emergencies.			
3. Post a directory of emergency contact numbers of relevant government agencies and officers in various high traffic areas of the school.			
4. Establish and maintain early warning mechanisms in the school.			
5. Equip students with first aid kits, flashlights, megaphones, and other supplies necessary in cases of emergency.			
6. Ensure that these items are highly accessible and can be easily located.			
7. Ensure that learners, teachers, and personnel have identification cards with relevant information.			
8. Create database of learners with the contact details of their immediate family members/relatives/guardians.			
9. Secure and safely store vital school records.			
10. Coordinate with barangay officials on pedestrian safety of learners.			
Computation shall be based on the number of YES divided by highest possible score of 10 points multiplied by 100 then by .05			Final Score

III. BAYANIHAN EFFORT TO SUPPORT BE-LCP 30%				
C. Wash in School Program WinS 5%		1 Star	2 Stars	3 Stars
Acquired Star				
Computation shall be based on the number of acquired star divided by highest possible score of 3 stars multiplied by 100 then by .05				Final Score