



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
SCHOOLS DIVISION OFFICE OF GENERAL TRIAS CITY
LUIS Y. FERRER JR. NORTH NATIONAL HIGH SCHOOL

05-003
MAY 26 2025

May 26, 2025

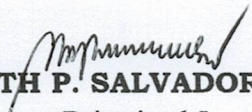
SCHOOL MEMORANDUM

No. 063, s. 2025

2025 SCHOOL-BASED BRIGADA ESKWELA KICK-OFF AND DAILY ACTIVITIES

To: All Teaching and Non-teaching Personnel
Students and Parents
Stakeholders and Volunteers
All Other Concerned

1. Pursuant to DepEd Memorandum No. 042, s. 2025, regarding the conduct of *Brigada Eskwela*, the school will hold its Kick-Off Program and related activities from **June 9 to June 13, 2025**, with the theme: **"Sama-Sama Para sa Bayang Bumabasa."**
2. To promote awareness and encourage community participation, a Motorcade will be held on June 9, 2025, to officially commence the week-long activities. This will be immediately followed by a Book Drive and Zumba Session for volunteers.
3. All participants using vehicles during the motorcade are reminded to exercise caution and always observe road safety.
4. Kindly refer to the attached **Activity Matrix, Technical Working Committee and Team Assignments** for the detailed schedule and responsibilities.
5. Designated teams shall oversee the smooth implementation of the scheduled activities. Each team is encouraged to invite volunteers, stakeholders, and potential donors to actively support the *Brigada Eskwela* initiative.
6. All teams are required to submit **daily accomplishment reports**, along with the **attendance sheets** and **donation logs or deeds of donation**, to ensure proper documentation and transparency.
7. Immediate and widest dissemination of this memorandum is hereby directed for the information and guidance of all concerned.


NANETH P. SALVADOR, EdD
Principal I

APM/SM No. 063, s.2025
05/26/25

Address: Phase VI, Wellington Place, Pasong Camachile II,
General Trias City, Cavite, Philippines 4107
Contact Numbers: (046) 884-15-68 / 09177146495
Email Address: 307823@deped.gov.ph

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● Nurture ● Optimize ● Reconstitute ● Transform ● Hearten



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ENCLOSURE 1. School-based *Brigada Eskwela* Kick-Off Activity Matrix

Date: June 9, 2025 (Monday)

Theme: "*Brigada Eskwela: Sama-Sama Para Sa Bayang Bumabasa*"

TIME	ACTIVITIES	VENUE	PERSONNEL INVOLVED
Part I. Motorcade			
6:30 AM – 7:00 AM	Assembly of Participants for Motorcade	Phase 6 Court	All Participant/ Volunteers
7:00 AM – 7:30 AM	Motorcade Around the Community	Around Marycris Complex & Wellington Place Subd.	All Participant/ Volunteers
7:30 AM – 8:00 AM	Arrival to school and Registration of Participants	School Covered Court	BE Working Committee/ Volunteers
Part II. Short Program/BBM Book Donation Drive			
8:00 AM – 8:30 AM	Opening Program - Opening Prayer - National Anthem - Welcome Remarks - Statement of Purpose	School Head, BE Coordinator, BE Working Committee	School Covered Court
8:30 AM – 9:00 AM	Book Donation/ Storytelling Sessions	School Covered Court	BE Working Committee/Donors
Part III. Zumba			
9:30 AM – 10:00	Zumba Session	School Covered Court	ZIn – Mr. Ferdinand Buenaventura, All Participants, Volunteers
Part IV. <i>Brigada Eskwela</i> Cleaning Activities			

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ENCLOSURE 2. Program Matrix

DAILY ACTIVITIES

Activities	Day 1	Day 2	Day 3	Day 4	Day 5	Persons Responsible	Expected Output
Kick-Off Ceremony/ Motorcade	/					BE Working Committees	Program of Activities Pledge of Commitment
BBM Book Donation Drive	/					BE Working Committees	Registry of Donations/DOD
Zumba Session	/					All participants	Promote physical fitness
Presentation of Major Projects to be done	/					School Head	Presentation
Presentation of BE Plan	/					School Head	Presentation
Registration of Partners and Stakeholders	/	/	/	/	/	Registration Committee	Accomplished Registration Form
Receipt of donations, resources/supplies	/	/	/	/	/	BE Working Committees	Registry of donations, resources, supplies received/DOD
General cleaning of classrooms and school premises	/	/	/	/	/	BE Working Committees/Volunteers	Daily Accomplishment Report
Repair/Repainting/ Replacement/ Rehabilitation of school facilities such as roofs/gutter, walls, CR, and other	/	/	/	/	/	BE Working Committees/Volunteers	Daily Accomplishment Report
Other maintenance works	/	/	/	/	/	BE Working Committees/Volunteers	Daily Accomplishment Report
*Master listing of learners/scheduling of health assessment	/	/	/	/	/	School Health Focal/ School Head	Accomplishment Report (part of 2 nd quarter Medical, Dental, and Nursing AR)
*Enrollment of learners to the National Health Insurance Program	/	/	/	/	/	Philhealth/School Health Focal School Head	Accomplishment Report (no. of learners enrolled in NHIP)
*Tree Planting/ Landscaping	/	/	/	/	/	Landscape Artists/ Laborers	Daily Accomplishment Report
*Installation of building fence/grills	/	/	/	/	/	Fence Installers/ Laborers	Daily Accomplishment Report

* The activity can be carried out on any day during the 5-day implementation period.

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ENCLOSURE 3. Technical Working Committee

EXECUTIVE COMMITTEE

ARLENE M. HERNANDEZ
 Public Schools District Supervisor

DR. NANETH P. SALVADOR
 School Principal I

COMMITTEE	CHAIRPERSON	CO-CHAIRPERSON	MEMBERS
PLANNING/ PROGRAM IMPLEMENTATION	Naneth P. Salvador Erwin A. Asugui	Angel Mae P. Macarandang	All Teaching and Non-Teaching Personnel
ADVOCACY CAMPAIGN MATERIALS (TARPAULIN & FLYERS, FB PAGE)/ CREATIVE AND TECHNICAL	Elena S. Rosales	Joyce Ann M. Ambata Mary Joyce C. Galos	Lea M. Dasas Joy Ann M. Banning Kimberly M. Del Mundo
PROGRAM/ INVITATION/ REFRESHMENTS	Sharmaine M. Villedo	Angelica S. Panganiban Chris C. Gapusan	Edwin P. Santos Janet G. Asis
REGISTRATION/ DONATIONS/ AWARDS/ CERTIFICATES	Angel Mae P. Macarandang	Jeroel E. Papa Ginalyn M. Cabudoy Margie L. Rodriguez	Maricar O. Erna Kevin P. Butil
MOTORCADE/ZUMBA SESSION	Erwin A. Asugui	Ferdinand E. Buenaventura Elmer P. Casajeros	Khristine R. Carlon Larry F. Cajelo
DOCUMENTATION (ACTIVITY COMPLETION REPORTS/PHOTO DOCUMENTATION/ QATAME)	Gigi Lyn V. Aticaldo Nancy S. Reyes	Reynaldo F. Galos	Joanalyn T. De Guzman Jenah S. Aniban





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ACCOMMODATION/ DECORATION	Vergie D. Paredes	Chinkee Mae E. Dechavez Nadinne M. Mogol	Ryan Edel S. Abueg Edna A. Mari
ENROLLMENT/ OPLAN BALIK ESKWELA (OBE)	Grade 7- Gigi Lyn V. Aticaldo/Nancy S. Reyes Grade 8- Marites C. Timana/Inky Jane E. Latumbo Grade 9- Elena S. Rosales/Angelica S. Panganiban Grade 10- Erwin A. Asugui/Jeroel E. Papa	Khristine R. Carlton Sisa E. Ebillo Emmanuel C. Abando	Advisers





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ENCLOSURE 4. Team Assignments

Team No.	Team Name	Color Code/Shirt	General Responsibilities	Assigned Team/Members
Team 1	<i>Team Linis-Basa</i>	○ White (Foundation Day Shirt)	Motorcade Kick-off, Book Drive Launch, Zumba for Volunteers, Initial Classroom Cleaning, Stakeholder Welcome, Donor Assistance & other activities	MAPEH & Admin, TWG, Volunteers
Team 2	<i>Team Kalinga</i>	● Turquoise/ Green (Bolder Shirt)	Stakeholder Welcome, Donor Assistance, General Cleaning, Classroom and Library Clean-Up (Classrooms, Corridors, Comfort Rooms, Library), Book Sorting & Inventory, Beautification (Plants & Posters) & other activities	English & Filipino (<i>half</i>), TWG, Volunteers
Team 3	<i>Team Ayos-Ganda</i>	● Blue (Foundation Day Shirt)	Stakeholder Welcome & Donor Assistance, Minor Repairs (Chairs, Fixtures, Cabinets), Painting, Beautification, Signage & Bulletin Board Design, Reading Corner Setup, & other activities	Math & Science, TWG, Volunteers
Team 4	<i>Team Sigla</i>	● Red (Stronger Together Shirt)	Stakeholder Welcome & Donor Assistance, Continuation of Repairs/Cleaning, & other activities	AP/EsP & Filipino (<i>half</i>), TWG, Volunteers
Team 5	<i>Team Galing</i>	Mixed Colors/ Striped	Stakeholder Welcome & Donor Assistance, Continuation of Repairs/Cleaning, & other activities, Closing Program, Awarding	TLE & Admin, TWG, Volunteers

