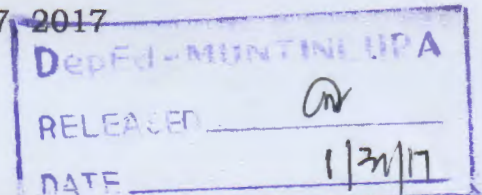




Republic of the Philippines  
Department of Education  
National Capital Region

## SCHOOLS DIVISION OFFICE CITY OF MUNTINLUPA

January 27, 2017



### DIVISION MEMORANDUM

TO: OIC - Assistant Schools Division Superintendent  
Chief Education Supervisor, School Governance and Operations Division  
Chief Education Supervisor, Curriculum Implementation Division  
Public Elementary & Secondary School Principals / OICs

#### **DIVISION MEETING OF ADOPT-A-SCHOOL PROGRAM AND BRIGADA ESKWELA COORDINATORS**

1. This office announces the conduct of the Division Meeting of all Adopt-A-School Program and Brigada Eskwela Coordinators on February 1, 2017, 8:30 AM, 3<sup>rd</sup> floor SDO Conference Room, Laguerta Street, Tunasan, Muntinlupa City.
2. The agenda are as follows:
  - a. Guidelines and Criteria for the 2017 Brigada Eskwela Jingle Making Contest
  - b. Revisiting the Brigada Eskwela Operations Manual
  - c. Status of submission of ASP Consolidated Reports & list of programs supported by Stakeholders
  - d. Stakeholders update
  - e. Other related matters
3. Concerned attendees with classes shall make necessary arrangements to avoid disruption of classes.
4. Immediate and wide dissemination of this Memorandum is desired.

**MAURO C. DE GULAN, Ed. D.**  
**Schools Division Superintendent**