



DEPARTMENT OF EDUCATION  
Region X- Northern Mindanao  
**DIVISION OF MALAYBALAY CITY**



Purok 6, Casisang, Malaybalay City

Telefax: (0880 or 088) 413-0094 email: [depedmblycity@gmail.com](mailto:depedmblycity@gmail.com)

**MEMORANDUM**

TO: : Emelie Joy P. Idulsa Bukidnon National High School  
Everardo C. Calopez Bukidnon National High School  
Artemio N. Boncales Airport Village Elementary School  
Cynthia G. Oplenaria Sumpung Elementary School  
Armando A. Agustin Bukidnon National High School  
Marilou Pabillaran Bukidnon National High School  
Ma. Elena C. Calotes Bukidnon National High School  
Merry D. Lagunday Busdi Integrated School  
Angie B. Peria Dapulan Elementary School  
Myrna C. Pulido San Martin Elementary School  
Katreena C. Calimpusan Imbayao Elementary School  
Ethelyn Maureen L. Sajelan District 5, Malaybalay City  
Giselle Ann D. Igtos Malaybalay City Central School  
Shane Bryan Bagtong Bukidnon National High School

FROM:  **EDILBERTO L. OPLENARIA, CESO VI**  
@ OIC- Schools Division Superintendent

DATE: September 11, 2017

SUBJECT: **PRELIMINARY INTERVIEW, 2017 SEARCH FOR OUTSTANDING PUBLIC SCHOOL TEACHERS**

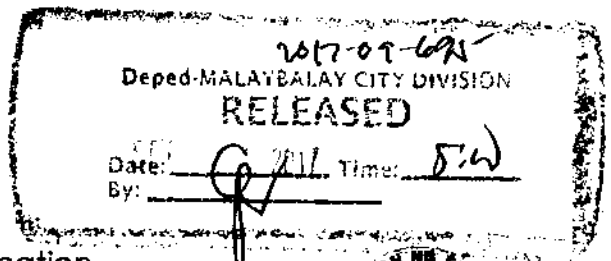
1. Pursuant to Region Memorandum No. 339, s. 2017 Re: 2017 Search for Outstanding Public School Teachers, this office hereby informs you that the Department of Education Regional Office will conduct an interview and teaching demonstration to the nominees of the 2017 Search for Outstanding Public School Teacher on September 12, 2017 at 8:00 AM at the DepEd Regional Office, Zone 1, Upper Balulang, Cagayan de Oro City.
2. Further, you are hereby directed to prepare a teaching demonstration and bring daily lesson plan and laptop.
3. For immediate dissemination and compliance.



Department of Education  
Region X- Northern Mindanao  
**DIVISION OF MALAYBALAY CITY**

Purok 6, Casisang, Malaybalay City

Telefax: 088 - 314 - 0094 email: [depedmalaybalay@gmail.com](mailto:depedmalaybalay@gmail.com)



September 11, 2017

**TRAVEL ORDER**

NO. 045

- |  |  |
|--|--|
| <p><b>TO:</b> Emelie Joy P. Idulsa<br/>Everardo C. Calopez<br/>Artemio N. Boncales<br/>Cynthia G. Oplenaria<br/>Armando A. Agustin<br/>Marilou Pabillaran<br/>Ma. Eiena C. Calotes<br/>Merry D. Lagunday<br/>Angie B. Peria<br/>Myrna C. Pulido<br/>Katreena C. Calimpusan<br/>Ethelyn Maureen L. Sajelan<br/>Giselle Ann D. Igtos<br/>Shane Bryan Bagtong</p> | <p>Bukidnon National High School<br/>Bukidnon National High School<br/>Airport Village Elementary School<br/>Sumpong Elementary School<br/>Bukidnon National High School<br/>Bukidnon National High School<br/>Bukidnon National High School<br/>Busdi Integrated School<br/>Dapulan Elementary School<br/>San Martin Elementary School<br/>Imbayao Elementary School<br/>District 5, Malaybalay City<br/>Malaybalay City Central School<br/>Bukidnon National High School</p> |
|--|--|

**Departure:** September 12, 2017


**Return:** September 12, 2017

**Destination:** Department of Education  
Regional Office X  
Zone 1, Upper Balulang, Cagayan de Oro City

**Purpose:** To join the preliminary interview of 2017 Search for Outstanding Public School Teachers

**Remarks:** Travel is official

Approved:

  
**EDILBERTO L. OPLENARIA, CESO VI**  
Schools Division Superintendent



Department of Education  
Region X- Northern Mindanao  
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Purok 6, Casisang, Malaybalay City

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**DIVISION MEMORANDUM**

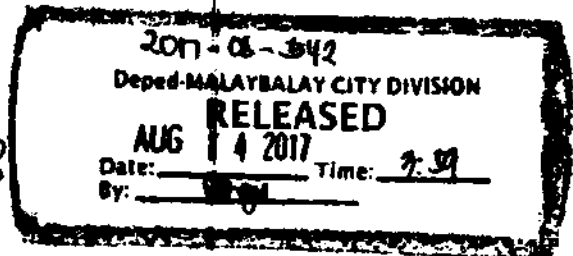
No. 394 s. 2017

**TO:** Chief Education Supervisors and Staff, SGOD and CID  
Public Elementary and Secondary School Heads  
All Others Concerned

**FROM:**   
**EDILBERTO L. OPLENARIA, CESO VI**  
Schools Division Superintendent

**DATE:** August 10, 2017

**SUBJECT:** **2017 SEARCH FOR OUTSTANDING PUBLIC SCHOOL TEACHERS**  
( Region Memo No. 339, s. 2017)



1. For the information and guidance of all concerned, this Office hereby disseminates to the field the herein Region Memorandum No. 339, s. 2017 RE: **2017 SEARCH FOR OUTSTANDING PUBLIC SCHOOL TEACHERS.**
2. All Districts are advised to conduct their District Search For Outstanding Public School Teachers from **August 9-17, 2017** and submit their District Finalist to this Office **Attention: Ferdinand V. Morera, SEPS- HRD** on or before **August 18, 2017 (Friday)** in each category provided below:
  - a. Teacher I, II and III (Elementary & Secondary)
  - b. Master Teacher I and II (Elementary & Secondary)
  - c. ALS Mobile Teacher
  - d. Multi-grade Teacher
  - e. Kindergarten Teacher
  - f. Alive Teacher
  - g. Special Education Teacher
3. The criteria for the selection in each category is stated in Enclosure No. 3 and 5. Enclosure No. 6 and 7 is the Supporting Documents Summary Form for the Search for Outstanding Public School Teachers.
4. Moreover, this Office creates the Division Screening Committee for the Division Search for Outstanding Public School Teachers for SY2017-2018 in Enclosure No. 1. It also provides the corresponding duties and responsibilities of the said committee.
5. The Division Screening Committee is advised to convene on **August 23, 2017 at the Division Multi-Purpose Hall** to evaluate the documents of the contestants. The list of winners in the Search for Division Outstanding

Public School Teachers shall be submitted to the Senior Education Program Specialist- Human Resource Development on August 25, 2017.

6. Immediate and wide dissemination of this memorandum is highly desired.

Encl:

As stated

Copy furnished:

Records Unit

SEPS-HRD

To be posted on the website.



Department of Education  
Region X- Northern Mindanao  
**DIVISION OF MALAYBALAY CITY**

Purak 6, Casisang, Malaybalay City

Telefax: 088 - 314 - 0094 email: [depedmalaybalay@gmail.com](mailto:depedmalaybalay@gmail.com)



**DIVISION SCREENING COMMITTEE FOR THE DIVISION SEARCH FOR  
OUTSTANDING PUBLIC SCHOOL TEACHERS for SY 2017-2018**

|  |  |
|--|--|
| <p><b>A. KINDERGARTEN/MULTI-GRADE</b><br/> <b>Chairman:</b> Imelda S. Benfillo, EPS<br/> <b>Members:</b><br/>                     Perilla B. Wales, SEPS, SocMob<br/>                     Virgilio R. Pizarro, EPS<br/>                     Mailelle B. Israel, Div. Coordinator,<br/>                     M &amp; E<br/> <b>Note taker:</b> Jimdandy S. Lucine, PDO II</p>                                  | <p><b>DUTIES AND RESPONSIBILITIES</b></p> <p><b>A. CHAIRMAN</b></p> <ul style="list-style-type: none"> <li>• Lead in the evaluation of documents</li> <li>• Submit list of finalist.</li> </ul> <p><b>B. MEMBER</b></p> <ul style="list-style-type: none"> <li>• Assist in the evaluation of documents.</li> </ul> <p><b>C. NOTE TAKER</b></p> <ul style="list-style-type: none"> <li>• Take note on the proceedings of the evaluation of documents.</li> <li>• Submit minutes of the activity.</li> </ul> |
| <p><b>B. ALS/ SPED/ALIVE/MADRASSAH</b><br/> <b>Chairman:</b> Jasmin J. Adralico, EPS<br/> <b>Members:</b><br/>                     Luis S. Alajar, EPS<br/>                     Vicente G. Sanmiguel, Div.<br/>                     Coordinator,<br/>                     Planning and Research<br/>                     Ethel Jane B. Lussler, EPS II<br/> <b>Note taker:</b> Lucilyn B. Cahucom, PDO I</p> |  |
| <p><b>C. TEACHER I- III (Elem./Sec)</b><br/> <b>Chairman:</b> Anahy L. Ocler, EPS<br/> <b>Members:</b><br/>                     Lou Ann J. Cultura, EPS<br/>                     Rosie A. Salupado, EPS<br/>                     Marifit M. Mamawag, EPS II,<br/>                     SocMob<br/> <b>Note taker:</b> Paterno T. Padua, PDO I</p>   |  |
| <p><b>D. MASTER TEACHER (Elem./Sec.), I+II</b><br/> <b>Chairman:</b> Josie D. Zamora, EPS<br/> <b>Members:</b><br/>                     Rachel R. Valde, EPS<br/>                     Ma. Conception S. Reyes, EPS<br/>                     Gretchen V. Catane, EPS II<br/> <b>Note taker:</b> Manuel L. Dinkayan II, PDO II</p>   |  |



Republic of the Philippines  
Department of Education  
REGION X - NORTHERN MINDANAO  
Zone 1 Upper Balulang  
Cagayan de Oro City

**Tayo**  
PARA SA  
EDUKASYON

DepED-X

July 28, 2017 Cagayan de Oro City

REGION MEMORANDUM  
No. 294, s. 2017

0 7 2 8 2017

**RECEIVED**

**2017 SEARCH FOR OUTSTANDING PUBLIC SCHOOL TEACHERS**

To: **Schools Division Superintendents**  
*This Region*

1. In consonance with the holding of the 2017 World Teachers' Day Celebration on October 5, 2017, this Office announces the 2017 Search for Outstanding Public School Teachers.

1. The search aims to:
  - a. commend and reward teachers who demonstrate excellent performance and profound commitment to the development of the youth through exemplary competence and remarkable dedication to their work;
  - b. revitalize the image of and respect for teaching as a vocation by increasing public awareness on the value of teachers in the Philippine society; and
  - c. take the occasion as an opportunity in building the image of teaching as an attractive and fulfilling profession; and

3. The categories include Teacher I-III and Master Teacher I-II for elementary and secondary public school teacher, ALS Mobile Teacher, Multigrade Teacher, Kindergarten Teacher, ALIVE Teacher, and Special Education Teacher.

4. The following are enclosed for your reference:

- Enclosure No. 1: Information Sheet
- Enclosure No. 2: Guidelines for the Search for Outstanding Teacher
- Enclosure No. 3: Criteria for the Search for Outstanding Teacher

5. The deadline for submission of entries is on August 31, 2017. Each division shall have only one (1) entry per category.

6. Immediate and wide dissemination of this Memorandum is desired.

ALLAN B. BERNALDO



Republic of the Philippines  
 Department of Education  
**REGION X – NORTHERN MINDANAO**  
 Zone 1 Upper Babeloang  
 Cagayan de Oro City



Tel. No. (088) 820 5800; Fax. No. (088) 820 5801; Email: region10@deped.gov.ph

Enclosure No. 1 to Regional Memorandum No. 20, s. 2017

# BASIC INFORMATION SHEET

1. Please fill out this form completely. Use black ink and print legibly or encode in the computer.
2. Submit this original copy to the DepED ROX- C/OAD on or before August 31, 6, 2017.



Full Name (MR./MRS./MS./DR.):  
 (please encircle appropriate one)  
 Home Address:

|                          |  |                          |               |             |
|--------------------------|--|--------------------------|---------------|-------------|
| Surname                  |  | Given Name               |               | Middle Name |
| Residence No.            | Street                                     | District/Town/Barangay   | City/Province | Zip Code    |
| Nickname:                | Name of Spouse (if any)                    | No. of Children (if any) | Civil Status: |             |
| Date of Birth:           | Place of Birth:                            | Age:                     | Gender:       |             |
| Personal E-mail Address: | Residence Tel. No.: (Area Code + Tel. No.) | Mobile No.:              | Religion:     |             |

Name of Current School:

Address: \_\_\_\_\_ Division where school is located: \_\_\_\_\_

School Tel.: \_\_\_\_\_ E-mail Address: \_\_\_\_\_

(Area Code + Telephone No.)

Competition joining in:  Preschool  Elementary  Secondary



|                      |   |   |  |
|----------------------|---|---|--|
| Appointment:         | <input type="checkbox"/> Full-time  | <input type="checkbox"/> Substitute   | Details of Load:<br>a) School's definition of full load: _____<br>b) Actual Teaching load: _____<br>c) Actual Administrative load (if any): _____<br>Administrative duties (if any): _____ |
| Teaching Load:       | <input type="checkbox"/> Full-load with administrative duties<br><input type="checkbox"/> Full-load with NO administrative duties | <input type="checkbox"/> NOT full-load but with administrative duties<br><input type="checkbox"/> NOT full-load and with NO administrative duties |  |
| Teaching Experience: | <input type="checkbox"/> 10 years or more   | <input type="checkbox"/> below 10 years   | No. of yrs. as a teacher: _____<br>Years of actual teaching: _____<br>Mo. & Yr. Started: _____   |
| Performance Rating:  | <input type="checkbox"/> Average in the last 5 years is Very Satisfactory with NO Poor rating in a given year                     |   |  |
| Degree Earned:       | <input type="checkbox"/> Bachelor's Degree <input type="checkbox"/> Masteral Degree<br><input type="checkbox"/> Doctorate Degree  |   | Highest Educational Attainment: _____  |







Republic of the Philippines  
Department of Education  
REGION X – NORTHERN MINDANAO  
Zone 1 Upper Bahling  
Cagayan de Oro City

**Tayo**  
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◆ October 5, 2017

Recognition Program (required for winners)

**IMPORTANT:** Fill out the form completely and send it to your respective division. Complete and accurate information will facilitate assessment of the nominee's credentials. **DO NOT SEND THE NOMINATION FORM AND SUPPORTING DOCUMENTS YET.** Eligible nominees will be informed and asked to submit the official nomination form. Soft copy of this Basic Eligibility Sheet can be requested from the website below.

**FOR MORE DETAILS:**

Please visit the DepED ROX- QAD, Fr. Masterson Avenue, Upper Bahling, Cagayan de Oro City, Philippines Telephone No.: (888) 880-7072, 880-3087 Telefax No.: (88822) 72-26-51 • e-mail: [depedroxqad@gmail.com](mailto:depedroxqad@gmail.com) • website: [www.depedrox19.net.ph](http://www.depedrox19.net.ph)



Enclosure No. 2 to Regional Memorandum No. 351, s. 2017

## GUIDELINES

### I. WHO ARE ELIGIBLE TO JOIN?

#### Teacher Category

The nominee

1. Must be a model of morality and integrity both in public and private life;
2. Must have good human relations in the school and in the community;
3. Must be a Filipino citizen teaching in the elementary or secondary levels, or handling classes under the alternative learning system, with full-time or permanent appointment and full teaching load;
4. Must have been teaching in the present school/station at least for the last two years. However, for the Outstanding Master Teacher, he/she may not necessarily be teaching in the present station for the past three years for as long as he/she has been a master teacher for the past three years.
5. Must have Very Satisfactory performance ratings or Proficient for the last two (2) years.
6. Must have not been found guilty of any administrative or criminal offense.

### II. WHO ARE NOT QUALIFIED?

1. Previous awardees in a similar search in the Regional Level or National Level organized/sponsored by either the Department of Education or any private organization (regardless of the year/s they joined).
2. Teachers/school heads who have been suspended for any administrative or criminal offense.

### III. WHO CAN NOMINATE?

School Heads/District Supervisors/ Education Program Supervisors/Stakeholders (PTA Officers/Fellow Teachers in the present station) are authorized to nominate teachers to the Search. However, the Schools Division Superintendent must endorse the nomination.

### IV. WHAT ARE THE CRITERIA?

There shall be three stages for this Search with the following percentages:

Stage 1 – Document Analysis (60%)

Stage 2 – Interview (20 %)

Stage 3 – Validation (20%)

The Document Analysis shall include all supporting documents submitted to the Search Committee which will be graded using a specific criteria.

The Interview shall gauge the nominee's ability to answer questions relevant to the award category. A rubrics on assessing interview responses will be used for this purpose.

The Validation aims to assess the nominee in terms of morality and integrity both in public and private life, and his/her human relations in the school and in the community. A validation tool will be provided to the screening and selection committees in the division and regional levels.



There shall be a Regional Level for this Search following these steps:

**1. Nomination**

- a. The nominator accomplishes the nomination form.
- b. The nominee prepares all documents following the criteria on Documents Analysis and have these certified by the authorized official (school head/division official).
- c. The documents are submitted to the Secretariat of the Screening and Selection Committee in the division level.

**2. Evaluation of the nomination forms and supporting documents by the Secretariat**

- a. The Secretariat evaluates the nomination forms and determines if the documents submitted are complete.
- b. The Secretariat submits the nomination forms and supporting documents to the Preliminary Screening and Selection Committee (PSSC).

**3. Evaluation of the nomination forms and pertinent documents, and preliminary judging by the Preliminary Screening and Selection Committee (PSSC)**

- a. The PSSC conducts the preliminary judging of the Search based on Documents Analysis only.
- b. The minimum raw score in Documents Analysis is 50 points to qualify to the next level of the Search.
- c. The PSSC prepares the short list of preliminary winners for submission to the Final Screening and Selection Committee (FSSC).

**4. Final judging by the Final Screening and Selection Committee (FSSC)**

- a. The FSSC conducts the final judging upon receipt of the results of the preliminary judging by the PSSC on Documents Analysis.
- b. The FSSC conducts the Interview and Validation to determine the winners.

**5. Submission of winners to the Regional Search**

- a. The FSSC prepares the list of winners of the division level search.
- b. The Schools Division Superintendent (SDS) endorses the list of division winners.
- c. The Secretariat of the Division Search submits the list of division winners, together with their pertinent documents, to the Secretariat of the Regional Search.
- d. Only the first place winners in each level will qualify to the Regional Search.

**VI. WHAT IS THE COMPOSITION OF THE PSSC AND FSSC?**

There shall be a Preliminary Screening and Selection Committee (PSSC), and Final Screening and Selection Committee (FSSC) in the Regional Level of this Search with the following suggested composition:

**Preliminary Screening and Selection Committee (PSSC)**

Chair : **ROGELIO C. EVANGELISTA –Chief, OAD**

Members:

**ALLAN L. MANSALADEZ – Chief, EPRD**

**ARNEL T. GENITA, Ph.D.**

**NEIL A. IMPROGO, Ph.D.**

**REINANTE NOEL N. PELAGIO**

**LAURENCIA O. LLAGAS**

**REBECCA P. POSTRAND, Ph.D.**

**LITA F. BASE**



**CID Chief**

**Final Screening and Selection Committee (FSSC)**

- Chair:** ALLAN G. FARNAZO, Ph.D. - Regional Director  
**Vice – Chair:** ATTY. SHIRLEY O. CHATTO - Asst. Regional Director  
**Members:** ROGELIO C. EVANGELISTA - Chief, QAD  
 ALLAN L. MANSALADEZ - Chief, PPSO  
 ARNEL T. GENITA, Ph.D.  
 NEIL A. IMPROGO, Ph.D.  
 REINANTE NOEL N. PELAGIO  
 LAURENCIA O. LLAGAS  
 REBECCA P. POSTRANO, Ph.D.  
 LITA F. BASE  
 MALA EPRA B. MAGNONG

**VII. WHAT ARE THE NECESSARY ATTACHMENTS?**

1. Endorsement by the Schools Division Superintendent
2. Duly accomplished nomination form with one-page write up about the nominee
3. Personal Data Sheet
4. Certification that nominee has not been suspended for any administrative or criminal offense
5. Certified true copies of Performance Ratings in the last two (2) years signed by the Schools Division Superintendent/Assistant Schools Division Superintendents
6. Supporting documents following the specific criteria on Documents Analysis. Photocopies must be certified true and verified against the original.

**TIMETABLE**

**Regional Search for Outstanding Teachers and School Heads**

|   |                       |
|---|-----------------------|
| Regional Launch   | August 1-30, 2017     |
| Division Level:<br>Submission of Nomination Forms/documents to the Division Secretariat     | August 31, 2017       |
| Division Level:<br>Evaluation/Judging by SDOs Screening and Selection Committee             | September 1-4, 2017   |
| Submission of list of Division Winners and supporting documents to the Regional Secretariat | September 5, 2017     |
| Regional Level:<br>Evaluation/Judging by Regional Screening and Selection Committee         | September 11-22, 2017 |
| Regional Recognition and Awarding Ceremonies  | October 5, 2017       |



Republic of the Philippines  
Department of Education  
REGION X - NORTHERN MINDANAO  
Zone 1 Upper Rabilang  
Cagayan de Oro City



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contribution

**Total**

**100**

**Note: Submit write-ups about the nominee by the following:**

- a. Immediate Superior
- b. Colleague (2)
- c. Co-member in civic and religious organization (2)



Enclosure No. 3 to Regional Memorandum No. 309, s. 2017

**CRITERIA FOR THE SEARCH FOR OUTSTANDING TEACHER/MASTER TEACHER/KINDERGARTEN TEACHER/ALIVE TEACHER, MADRASSAH**

|   |             |           |
|---|-------------|-----------|
| <b>I. Personal Qualities &amp; Character</b>  |             | <b>20</b> |
| a. Has demonstrated as Model of Morality  | 10          |           |
| b. Good human relation in school and community  | 10          |           |
| <i>Note: Submit write-ups about the nominee by the following:</i>   |             |           |
| a. Immediate Superior   |             |           |
| b. Co-teacher (2)   |             |           |
| c. Co-member in civic and religious organization (2)  |             |           |
| <b>II. Instructional Competence and teaching Effectiveness</b>  |             | <b>60</b> |
| 1. Performance Evaluation   |             |           |
| 1.1 Performance Rating for last two years   | 5           |           |
| 2. Instructional devices and Materials produced for the improvement of teaching                               |             |           |
| 2.1 instructional material produced   | 15          |           |
| 2.2 evidence of technical assistance  | 5 (MT only) |           |
| 3. A. Involvement /coach related to teaching  | 5           |           |
| a. National Winner  | 5           |           |
| b. Regional Winner  | 4           |           |
| c. Division Winner  | 3           |           |
| 4. Educational Attainment   |             |           |
| Professional Advancement  |             |           |
| a. Participants of training/workshops/seminars 5<br><i>(Depth recognized and at least 3 days (aggregate))</i> |             |           |
| International   | 5           |           |
| National  | 4           |           |
| Regional  | 3           |           |
| Division  | 2           |           |
| b. Publication of researches conducted  | 5           |           |
| 5. Original creative outputs for the last 5 years   | 10          |           |
| 6. Original innovative teaching contribution/practices in the last 5 years                                    | 10          |           |
| <b>III. Professional &amp; Community Contribution- - -</b>  |             | <b>20</b> |
| a. Leadership in professional organization related to teaching - - -  | 5           |           |
| b. Participation in community and civic movement/advocates - - -  | 10          |           |



**Documents needed:**

- Certification from the Mayor/Principal/Barangay Captain/Priest of project undertaken properly
- Written/pictorial report of programs/project undertaken

**C. AWARDS 10**

Recipient of community/school, district, division and regional awards of recognition for outstanding services of the education for the last five (5) years.

|                           |    |
|---------------------------|----|
| Community/School/District | 5  |
| Division                  | 8  |
| Region                    | 10 |

**D. CONTINUOUS AND DEDICATED SERVICE 10**

1. Rendered continuous and dedicated service in teaching profession 5

| Level     | points |
|-----------|--------|
| 8-10years | 5      |
| 4-7 years | 2      |
| 2-3 years | 1      |

2. Rated as SPED teacher with an outstanding performance for the last 3 years 5

**E. PROFESSIONAL ADVANCEMENT 5**

- Certified true copy of transcript of records of the highest degree attained and degree being pursued
 

|                                  |   |      |
|----------------------------------|---|------|
| - With Masteral Units            | - | .05  |
| - M.A. CAR                       | - | 1.10 |
| - M.A. in SPED                   | - | 1.5  |
| - With units in Doctorate Degree | - | 1.75 |
| - PhD/EdD                        | - | 2.0  |
- certification signed by a sponsor and other evidence of participation in any training workshops or seminars in Special Education ( Division, Regional, National and International Level) 2
- Punctuality and attendance 1

**II. PERSONAL QUALITIES AND CHARACTER 10**

- a. Model of morality and integrity in Public and private life 5
- |   |   |         |
|---|---|---------|
| Unquestioned honesty and integrity                    | - | 1 point |
| High work ethics                                      | - | 1 point |
| Trustworthy in the discharge of duty or of obligation | - | 1 point |
| With high level of stress tolerance                   | - | 1 point |



Republic of the Philippines  
Department of Education  
REGION X – NORTHERN MINDANAO  
*Zone I Upper Division*  
Cagayan de Oro City

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**Total**

**100**

**Note: Submit write-ups about the nominee by the following:**

- a. Immediate Superior
- b. Colleague (2)
- c. Co-member in civic and religious organization (2)





Enclosure No. 5 to Regional Memorandum No. 339, s. 2017

**CRITERIA FOR SELECTION AND DOCUMENTATION FOR THE SEARCH FOR  
 OUTSTANDING MULTIGRADE TEACHER**

Name of Candidate \_\_\_\_\_ School/Division: \_\_\_\_\_

| Area/ Indicators  | Point s    | Rating |
|---|------------|--------|
| <b>1. Instructional Competence and teaching Effectiveness</b>   | <b>70%</b> |        |
| <b>A. Competence in Teaching Multigrade Classes</b>   | <b>15%</b> |        |
| a. 1 Performance rating for the last two years (SY 2013-2014, 2014-2015)  | 5          |        |
| a. 2 Pupils Performance rating for the last two years (SY 2013-2014, 2014-2015)                                       | 5          |        |
| a.3 Percentage increase of class reading level for the last two years   | 5          |        |
| <b>B. Competence in Teaching Multigrade Classes</b>   | <b>40%</b> |        |
| b.1 Years in service as multigrade teacher  | 5          |        |
| b.2 Introduced and tried out/ innovate teaching approaches which contributed to the improvement of multigrade classes | 10         |        |
| b.3 Instructional device prepared and utilized for teaching   | 15         |        |
| b. 4 Evaluate/prepared/and utilized materials to improve teaching of pupils performance in MG classes                 | 5          |        |
| b.5 Research and creative outputs   | 5          |        |
| <b>C. Leadership Potentials</b>   | <b>15%</b> |        |
| c.1 Involvement in co-curricular activities   | 10         |        |
| c.2 Awards receive in the last five (5) years   | 2          |        |
| c.3 Schools project initiated, implemented and being maintained   | 3          |        |
| <b>2. Professional and Community Involvement</b>  | <b>20%</b> |        |
| <b>a. Professional Qualities</b>  | <b>10%</b> |        |
| a.1 Educational Attainment for professional growth  | 3          |        |
| a.2 Seminar/ workshop/training attended   | 2          |        |
| a.3 subscription to professional magazine in the last two years   | 1          |        |
| a.4 active membership in professional organizations   | 1          |        |
| a.5 Punctuality and attendance  | 3          |        |
| <b>b. Community Involvement</b>   | <b>10%</b> |        |
| b.1 . active membership in organization outside teaching  | 2          |        |
| b.2 resource generation, support and networking   | 8          |        |
| <b>3. Professional and Community Involvement</b>  | <b>10%</b> |        |
| a. Model of morality and integrity  | 5          |        |
| b. Good relations in and school and community   | 5          |        |
| <b>Total Score</b>  |            |        |



Enclosure No. 6 to Regional Memorandum No. 331, s. 2017

**SELECTION AND DOCUMENTATION FOR THE SEARCH FOR OUTSTANDING  
 TEACHER/MASTER TEACHER/KINDERGARTEN TEACHER/ALIVE TEACHER,  
 MADRASSAH**

Supporting Documents Summary form

Date of deliberation:

| Name of Nominee | School/Division | Instructional Competence and teaching Effectiveness (60%) | Professional and Community Contribution (20%) | Personal Qualities and character (20%) | Total (100%) |
|-----------------|-----------------|---|---|--|--------------|
| 1.              |                 |   |   |  |              |
| 2.              |                 |   |   |  |              |
| 3.              |                 |   |   |  |              |
| 4.              |                 |   |   |  |              |
| 5.              |                 |   |   |  |              |
| 6.              |                 |   |   |  |              |
| 7.              |                 |   |   |  |              |
| 8.              |                 |   |   |  |              |
| 9.              |                 |   |   |  |              |
| 10.             |                 |   |   |  |              |
| 11.             |                 |   |   |  |              |
| 12.             |                 |   |   |  |              |
| 13.             |                 |   |   |  |              |
| 14.             |                 |   |   |  |              |

REINANTE NOEL N. PELAGIO  
 Member

LAURENCIA O. BAGAS  
 Member

ARNEL T. GENTA, Ph.D.  
 Member

NEIL A. IMPROSO, Ph.D.  
 Member

ALLAN L. MANSALADEZ  
 Chief, PPRD

REBECCA P. POSTRANO, Ph.D.  
 Member

LITA F. BASE  
 Member

MAIA EPRA B. MAGNAONG  
 Member

ROGELIO C. EVANGELISTA  
 Chief, Chairman



Enclosure No. 7 to Regional Memorandum No. 539, s. 2017

**SELECTION AND DOCUMENTATION FOR THE SEARCH FOR OUTSTANDING  
 SPECIAL EDUCATION TEACHER**  
 Supporting Documents Summary form

Date of deliberation: \_\_\_\_\_

| Name of Nominee | School/Di vision | Instructional Competence and teaching Effectiveness                |                |                 |                                     | PROFESSORIAL COMPETENCY | PERSONAL QUALITIES AND CHARACTER |
|-----------------|------------------|--|----------------|-----------------|-------------------------------------|-------------------------|----------------------------------|
|                 |                  | CONTRIBUTION & COMMITMENT ON FOR THE SPECIAL EDUCATION PROGRAM 30% | LEADERSHIP 30% | ACHIEVEMENT 20% | CONTINUOUS AND IMPROVED SERVICE 20% |                         |                                  |
| 1.              |                  |  |                |                 |                                     |                         |                                  |
| 2.              |                  |  |                |                 |                                     |                         |                                  |
| 3.              |                  |  |                |                 |                                     |                         |                                  |
| 4.              |                  |  |                |                 |                                     |                         |                                  |
| 5.              |                  |  |                |                 |                                     |                         |                                  |
| 6.              |                  |  |                |                 |                                     |                         |                                  |
| 7.              |                  |  |                |                 |                                     |                         |                                  |
| 8.              |                  |  |                |                 |                                     |                         |                                  |
| 9.              |                  |  |                |                 |                                     |                         |                                  |
| 10.             |                  |  |                |                 |                                     |                         |                                  |
| 11.             |                  |  |                |                 |                                     |                         |                                  |
| 12.             |                  |  |                |                 |                                     |                         |                                  |
| 13.             |                  |  |                |                 |                                     |                         |                                  |
| 14.             |                  |  |                |                 |                                     |                         |                                  |

REINANTE NOEL N. PELAGIO  
 Member

LAURENCIA O. MAGAS  
 Member

ARNEL T. GENITA, Ph.D.  
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NEIL A. IMPROGO, Ph.D.  
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 Chief, PPRD

REBECCA P. POSTRANO, Ph.D.  
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MALA EPBA B. MAGNAONG  
 Member

ROGELIO C. EVANGELISTA  
 Chief, Chairman



Enclosure No. 8 to Regional Memorandum No. 39, s. 2017

**SELECTION AND DOCUMENTATION FOR THE SEARCH FOR OUTSTANDING  
MULTIGRADE TEACHER**

Supporting Documents Summary form

Date of deliberation: \_\_\_\_\_

| Name of Nominee | School/Division | Instructional Competence (70%) | Professional and Community Involvement (20%) | Personal Qualities and character (10%) | Total (100%) |
|-----------------|-----------------|--------------------------------|--|--|--------------|
| 1.              |                 |                                |  |  |              |
| 2.              |                 |                                |  |  |              |
| 3.              |                 |                                |  |  |              |
| 4.              |                 |                                |  |  |              |
| 5.              |                 |                                |  |  |              |
| 6.              |                 |                                |  |  |              |
| 7.              |                 |                                |  |  |              |
| 8.              |                 |                                |  |  |              |
| 9.              |                 |                                |  |  |              |
| 10.             |                 |                                |  |  |              |
| 11.             |                 |                                |  |  |              |
| 12.             |                 |                                |  |  |              |
| 13.             |                 |                                |  |  |              |
| 14.             |                 |                                |  |  |              |

REINANTE NOEL N. PELAGIO  
Member

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Chief, Chairman



Enclosure No. 4 to Regional Memorandum No. 361, s. 2017

**CRITERIA FOR SELECTION AND DOCUMENTATION FOR THE SEARCH FOR  
 OUTSTANDING SPECIAL EDUCATION TEACHER**

**I. INSTRUCTIONAL COMPETENCE AND TEACHING EFFECTIVENESS**

**A. OUTSTANDING CONTRIBUTION FOR THE SPECIAL EDUCATION  
 PROGRAM 35**

1. Introduced/tried out effective approaches or innovations in teaching (at least 2) which contributed to the improvement of instruction in meeting the needs of special children 10pts

Documents needed:

- Abstract of the effective/innovative approaches and how these were utilized in the field certified by the superintendent and principal.
- Certification from the principal that the approaches contributed to the improvement of instruction for children with special needs
- Evidences certified by the principal/district/division supervisors to show the effect on the learners/school as a result of innovations used/introduced such as increase in pupils' achievement level, recipient of different awards from the local schools/district/divisions/etc.

2. Written /produced instructional materials in SPED 15pts

- a. Modules /workshops published and utilized reference materials/books in school/district/region (2 points per set of modules/workbook or 1 reference materials.) 5pts
- b. Equipment teaching devices(2 points per set) 5pts
- c. Technical paper or articles in SPED ( 1 pt. per paper or article) 3 papers 5pts

3. Research Paper/discussant/Demonstration teacher 10pts

| Level    | points |
|----------|--------|
| Regional | 10     |
| Division | 7      |
| District | 4      |

**B. LEADERSHIP 30**

1. Coordinated the organization of classes/implementation of SPED program in the district/division/regional level 10pts

2. Conducted in-service training programs 10pts

|                       |    |
|-----------------------|----|
| School/District Level | 5  |
| Division              | 8  |
| Region                | 10 |

3. Participated in community programs/projects for the development in their areas of