



Department of Education
Region III
DIVISION OF ANGELES CITY
Jesus Street, Pulungbulu, Angeles City



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September 16, 2013

Division Memorandum
No. 57, S. 2013

**THE 2013 SEARCH FOR
THE MOST OUTSTANDING DEPED PERSONNEL**

To: Education Supervisors
Public School District Supervisors
Public Elementary and Secondary School Heads

1. The Schools Division of Angeles City will conduct the 2013 Search for the Most Outstanding DepEd Personnel to recognize the accomplishments of deserving personnel which contributed to the effective delivery of instructions to students and services to teaching and non-teaching personnel.
2. Public Schools District Supervisors shall conduct their district-level search for the following DepEd Personnel. Documents of district winners shall be submitted to the Division Selection Committee for final evaluation not later than October 31, 2013.
 - A. Teacher Category: 1 elementary and 1 high school teacher
 - Outstanding Teacher I
 - Outstanding Teacher II
 - Outstanding Teacher III
 - Outstanding Master Teacher I
 - Outstanding Master Teacher II
 - Outstanding ALS Mobile Teacher
 - B. School Head Category (1 elementary and 1 High school head)
 - Outstanding Principal I
 - Outstanding Principal II
 - Outstanding Principal III
 - Outstanding Head Teacher
 - C. Public Schools District Supervisor Category
 - Outstanding PSDS
 - D. Education Program Supervisor Category
 - Outstanding EPS

- E. Support Services Category
- Outstanding Employee (Rank & File)
 - Outstanding Medical/Dental Health Personnel


- F. Division ALS Coordinator Category
- Outstanding Division ALS Coordinator

3. The Division Screening/Selection Committee is composed of the following:

Chairman : Dr. Imelda P. Macaspac (OIC-ASDS)
Co-chairman : Mrs. Lyn V. Lansangan (Governance)
Members : Miss Victoriana P. Bondoc (Curriculum)
Mrs. Alma B. Gueco (Education Support Services)
Mr. Wendell C. Cabrera
Mr. Joel Masangkay

4. Enclosed are the criteria for the search.

5. Immediate dissemination of this memorandum to all concerned is highly desired.



LUZ C. ARRIOLA
OIC - Schools Division Superintendent

Inclusive as stated

Reference: Division Memorandum No. 55, S. 2009

To be indicated under Perpetual Index Under

CONTESTS

TEACHER



Criteria for the Search of the Most Outstanding Teachers (Elementary/Secondary)

CRITERIA	No. of Points
I. Instructional Competence and Teaching Effectiveness	30
A. Demonstrated competence in the teaching of his/her subject area as evidenced by high performance rating/evaluation of teaching experience	
B. Innovative instructional materials produced/initiated introduced and used for the improvement of teaching , e.g. a. Books published, modules, manuals b. Reference materials c. Teaching devices, apparatuses duly approved by Education Authorities – Division to National Level	20
C. Professional Attainment/Educational Attainment	10
Doctoral Degree	(10)
Masteral Degree	(5)
Academic Requirements/ Specialized Training	(3)
II. Professional and Community Involvement Recognition	10
A. Trainor / Winners	
National Level	(10)
Regional	(5)
Division Level	(3)
District Level	(1)
B. Awards received from reputable organizations and community organizations/LGUs/NGOs, etc.	10
III. INSETS organized/conducted/managed (with approval from higher authorities)	10
IV. Personal Qualities and Characteristics	10
A. Model for morality and integrity in both public and private life (sense of responsibility, humility, diligence, good faith, courtesy, kindness and generosity)	
B. Respect from peers and superiors	
C. Human Relations/Personality/Poise	
TOTAL	100 points

Criteria for the Search of the Most Outstanding School Heads (Elementary/ Secondary)
(Requirements: 3 years Outstanding Performance)

CRITERIA	No. of Points
I. Demonstrated competence and effectiveness in management and administrative skills as evidenced by the PASSA and SBM evaluation.	30
II. Innovations or Creative Outputs Introduced	20
A. Achieved 10% in targets/priorities (AIP 1 st sem)	(10)
B. Initiated and tried out innovation in their respective schools that resulted in effective teaching and better learning outputs (SBM)	(10)
III. Professional and Community Involvement	20
A. Department awards received/outstanding accomplishment/Programs/Projects	(10)
B. Awards/Recognitions from reputable organizations for services rendered/ accomplishments attained	(10)
1. Local	(3)
2. Regional	(5)
3. National	(10)
IV. Educational Research/Action Research Conducted	10
Details of educational research approved and authenticated by educational authorities on specific areas of concern for the improvement of teaching	
V. Educational Attainment and Professional Advancement	10
Doctoral Degree	(10)
Masteral Degree	(5)
Academic Requirements/	(3)
Intensive Course (at least 2 months)	
VI. Personal Qualities and Characteristics	10
A. Model for Morality and Integrity in both private And public life (sense of responsibility, humility, diligence, good faith, courtesy, kindness and generosity)	
B. Respect from peers, supervisors and teachers	
C. Human Relations/Personality/Poise	
 TOTAL	 100 pts

Criteria for the Search of the Most Outstanding District Supervisor

CRITERIA	No. of Points
i. A. Demonstrated efficiency in instructional leaders by elevating the performance of principals and head teachers through effective supervision and monitoring and evaluation	20
B. Showed evidences of growth improvement in utilization of School-Based Management	20
ii. Introduced innovations, projects and programs in the improvement/ implementation of the Basic Education curriculum	20
iii. Professional and Community Involvement	10
A. Community Activities/Involvement (5)	
B. Awards received	
Local (1)	
Regional (3)	
National (5)	
IV. Conducted Educational Research/Action research	10
V. Educational Attainment/Advancement	10
Doctoral Degree (10)	
Masteral Degree (5)	
VI. Personal Qualities and Character	10
A. Model for morality, honesty and integrity	
B. Respect from peers, teachers, school heads and superiors	
C. Human Relations/Personality/Poise	
TOTAL	100 pts

Criteria for the Search of the Most Outstanding Education Supervisor

CRITERIA	No. of Points
I. Demonstrated effectiveness in supervising his/her area of specialization	30
A. Learning outcomes of pupils in area of specialization	(15)
B. Preparing evaluation tools, curriculum and instructional materials	(10)
C. Monitoring special programs/projects concerning his/her area of specialization	(5)
II. Showed evidence of improvement and upliftment in the implementation of School Based Management	20
A. Fostered harmonious relationships and collaborative working relations	(5)
B. Extended technical assistance to both teachers and school heads	(5)
C. Demonstrated evidences of knowledge/skills	(10)
III. Demonstrated efficiency and competence in the conduct of INSETS	10
A. Seminars	
B. Other trainings	
IV. Trainor/Speaker in National/Regional INSETS	20
V. Awards Received	10
A. National	(10)
B. Regional	(5)
V. Personal Qualities and Characteristics	10
A. Model for morality and integrity in both private and public life	
B. Respect from peers, superiors and teachers	
C. Human relations/Personality/Poise	
TOTAL	100 pts

Criteria for the Most Outstanding Employee/Support Personnel/Janitor

CRITERIA	No. of Points
I. Competence and Effectiveness	50
A. Demonstrated effective performance competence as evidenced by the last three performance ratings (30) three performance ratings.	
B. Receptient Awards for Outstanding Accomplishments (20)	
Local Awards (5)	
Regional Awards (10)	
National Awards (20)	
II. Relevant Experience	5
Experience on the job (5 yrs and above)	
III. Education and Training	25
Educational Qualifications	
Masteral Degree (25)	
College Degree (15)	
College 2 years (10)	
IV. Personal Qualities and Character	20
A. Model for morality and integrity in both public and private Life (sense of responsibility, humnility, diligence. good faith, kindness and generosity) (10)	
B. Personality and Poise (10)	
TOTAL	100 pts