



Republic of the Philippines
DEPARTMENT OF EDUCATION
Region IX, Zamboanga Peninsula
SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE
Capitol Drive, Estaka, Dipolog City 7100



DEPARTMENT OF EDUCATION
DIVISION OF ZAMBOANGA DEL NORTE
DIPOLONG CITY 7100

MEMORANDUM

TO :

Public Schools District Supervisors (PSDS)
Principals/School Heads
Public School Teachers
This Division

RELEASED

11 SEP 2017
DATE

NAME / SIGNATURE

FROM :

Office of the Schools Division Superintendent

SUBJECT :

Search for the Most Outstanding Teacher in the Schools Division of
Zamboanga del Norte

DATE :

September 9, 2017

Pursuant to DepED Memorandum No. 9 s. 2002 which embodies the Program on Awards and Incentives for Service Excellence (PRAISE) and CSC Memorandum Circular No. 3, s. 2016 which annually awards Outstanding Public Officials and Employees, the Schools Division of Zamboanga del Norte hereby provides the criteria in its search for its Most Outstanding Teacher per District that will culminate in identifying its Most Outstanding Teacher for the whole division, who shall be nominated in the Metrobank's search for Most Outstanding Teacher of the Year.

Furthermore, the names of the Most Outstanding Teacher per Congressional District shall be submitted to this Division on or before September 14, 2017 at the office of ASDS Dr. Filma Catalan.

Attached herewith is the criteria.

For widest dissemination.

PEDRO MELCHOR M. NATIVIDAD, CSEE
Schools Division Superintendent



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Guidelines on the Division Search for Outstanding Teaching Employees

Rationale:

DepEd Schools Division of Zamboanga del Norte shall conduct a Division-wide Search for Most Outstanding Teaching Employee pursuant to DepED Memorandum No. 9 s. 2002 which embodies the Program on Awards and Incentives for Service Excellence (PRAISE) and CSC Memorandum Circular No. 3, s. 2016 which annually awards Outstanding Public Officials and Employees, the Schools Division of Zamboanga del Norte hereby provides the criteria in its search for its Most Outstanding Teacher per District that will culminate in identifying its Most Outstanding Teacher for the whole division, who shall be nominated in the Metrobank's search for Most Outstanding Teacher of the Year.

The search program shall give rewards and due recognition to top performing teachers who continue to demonstrate outstanding performance and undying commitment to their chosen profession. In so doing, it is expected that the same program will encourage the rest of the Teachers in the Division to emulate the awardees.

Category and Qualification Requirements:

Category	Qualification Requirements
Outstanding School Teacher	<ul style="list-style-type: none">a) Has permanent item as a Teacher;b) With at least 10 years teaching experiencec) Either classroom advisers or subject teachers provided with 5-6 subject loads or 6 hours of teaching loads;d) Performance Rating of at least VS for the last three years;

Selection Criteria:

Category	Selection Criteria and Rating
Outstanding School Teacher	<p>Instructional Competence (40%)</p> <ul style="list-style-type: none">a) Teaching Competence (20%)b) Outstanding Accomplishments (10%)c) Creativity/Innovation (10%) <p>Professional Competence (30%)</p> <ul style="list-style-type: none">a) Education (10%)b) Resource Speaker/Facilitator (5%)c) Demo Teacher (5%)d) Trainings/Seminars (5%)e) Publication/Authorship (5%) <p>Community Development Services (10%)</p> <ul style="list-style-type: none">a) Outreach Activity (5%)b) Networking linkages (5%) <p>Personal Characteristics (20%)</p> <ul style="list-style-type: none">a) Demonstrates positive traits both private and public lifeb) Friendly, compassionate and tactfulc) Team-player and has good working rapport with colleaguesd) Initiates, facilitates and builds inter-community relationse) Maintains wholesome relations with

	community stakeholders and local partners
	f) Demonstrates transparency, honesty, accountability and personal integrity

Search and Selection Process

School level/Cluster of Schools/Districts

- a) The School head/Principal or the search and awards committee of the school shall review the performance of teachers in the school based on the results of the IPCRF of individual teachers including their portfolio of accomplishments or innovations;
- b) The search committee shall prepare a shortlist of potential nominees based on the IPCRF and Portfolio of accomplishments of teachers;
- c) The search committee led by the Principal/School Head shall conduct interview of shortlisted teachers who are potential nominees for the District Level Search;
- d) The Principal/School Head shall nominate 1 Most Outstanding Teacher for the District Level Search for Outstanding Teachers;
- e) The District Supervisors shall review the documents of the nominees and identify 1 Most Outstanding Teacher for each Congressional District;
- f) The name and documents of the identified Most Outstanding Teacher per Congressional District shall be forwarded to the Office of the ASDS Dr. Filma Catalan.

(Ref. Regional Memorandum)


Prepared by:


Robert I. Poculan III, SEPS-HRD

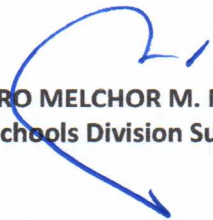
Noted by:


JOY LETRAN-SINGSON, EMD
CHIEF-SGOD

Concurred by:


Dr. FILMA B. CATALAN
ASDS-Schools Division of Zamboanga del Norte

Approved:


PEDRO MELCHOR M. NATIVIDAD, CSEE
Schools Division Superintendent