



Republic of the Philippines
Department of Education
Region V
SCHOOLS DIVISION OF SORSOGON

September 06, 2021


DIVISION MEMORANDUM

No. 185, s. 2021

2021 SEARCH FOR TEN INSPIRING SCHOOL HEADS AND TEACHERS

To: Assistant Schools Division Superintendent
Chief Education Supervisors, CID & SGOD
Education Program Supervisors/Coordinators
Public Schools District Supervisors
Elementary and Secondary School Heads
All Others Concerned

1. In consonance with this year's celebration of the 2021 World Teachers' Day and National Teachers' Month bannering the theme Gurong Filipino: Katuwang sa Hamon, Kasama sa Pagbangon, this Office announces the conduct of 2021 Search for Ten Inspiring School Heads and Teachers.
2. The Search is also aligned with CSC's Program on Awards and Incentives for Service Excellence (CSC) through CSC Memorandum No. 01, s. 2001 and DepEd Order No. 78, s. 2007 which aims to give special recognition to teachers and school heads who manifest profound commitment, exemplary performance and remarkable dedication to the teaching profession.
3. Enclosed in this Memorandum are the following:
 - a. Guidelines of the Search
 - b. Nomination Form
 - c. Composition of Division Validators
 - d. Rating Sheet
4. Expenses relative to the conduct of this activity shall be charged to local funds/ MOOE subject to the usual COA rules and regulations.
5. Widest dissemination of and compliance with this Memorandum are enjoined.


JOSE L. DONCILLO, CESO V
Schools Division Superintendent



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**2021 SEARCH FOR TEN INSPIRING SCHOOL HEADS AND
TEACHERS**

GUIDELINES

A. OBJECTIVE:

This annual Search for Ten Inspiring School Heads and Teachers which is dubbed as **10 IS IT** is in consonance with the World Teachers' Day Celebration and National Teachers' Month with this year's theme *Gurong Filipino: Katuwang sa Hamon, Kasama sa Pagbangon*.

This **10 IS IT** is aligned with the CSC's Program Awards and Incentives for Service Excellence (CSC) through CSC Memorandum No. 01, s. 2001 and DepEd Order No. 78, s. 2007 which aims to give special recognition to teachers and school heads who manifest profound commitment, exemplary performance and remarkable dedication to the teaching profession.

B. ELIGIBILITY REQUIREMENTS:

1. Teachers and School Heads who are eligible to join must have rendered a minimum 3 years of service with at least Very Satisfactory IPCRF/OPCRF Adjectival Rating in the last 3 years. Those who are set to retire must have at least 3 remaining years of service.
2. All interested applicants must have exhibited good moral character and must not have been charged guilty in any administrative, civil, or criminal case.
3. Past winners of 10 IS IT and other Provincial/Regional/National/International Search are not eligible to be nominated again. However, past finalists of 10 IS IT, provided they meet the basic eligibility criteria, can still join.

C. NOMINATION PROCEDURE:

1. School Head is the primary nominator for teacher nominee and PSDS for School Head nominee. There shall be two (2) nominees per district per category, to wit:
 - a) Teachers - One (1) elementary & One (1) secondary
 - b) School Heads - One (1) elementary & One (1) secondary



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2. Once nominated, the nominee shall accomplish the Nomination Form which will be endorsed by the nominator.

Due date of submission of the accomplished Nomination Form is on September 10, 2021 at the Office of the Schools Division Superintendent through Records Section.

D. SCREENING PROCEDURE

1. To come up with the twenty (20) semi-finalists for both categories, the Board of Judges will convene to evaluate the accomplished Nomination Form. Schedule of this activity is on September 13, 2021 at QMS Center. The 20 semi-finalists will be notified through a memorandum on the preparation of required documents.

2. An On-Site validation of documents of the 20 semi-finalists for both categories shall be conducted on September 16 – 17, 2021 at a venue to be identified by the concerned PSDS.

3. The total scores of these 20 semi-finalists will be ranked to come up with the fifteen (15) finalists who will undergo the panel interview on September 23, 2021. The scores of their interview are then tabulated to determine the Top 10 awardees.

E. TIMELINE OF ACTIVITIES

Date	Activity
September 10, 2021	Deadline of submission of accomplished Nomination Form
September 13, 2021	Initial Evaluation of document
September 16 - 17, 2021	On-Site Validation
September 20, 2021	Final Deliberation
September 23, 2021	Final Interview of the 15 Finalists
September 24, 2021	Announcement of Results
September 30, 2021	Awarding Ceremony



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**2021 SEARCH FOR TEN INSPIRING SCHOOL HEADS AND
TEACHERS**

EXECUTIVE COMMITTEE

JOSE L. DONCILLO, CESO V
Schools Division Superintendent
Chair

BERNIE C. DESPABILADERO, Ed.D.
Assistant Schools Division Superintendent
Vice Chair

Members

<p><u>TEAM A</u></p> <p>Rex T. Barbin Alvin T. Rosare Marian Arines Socorro Leosala</p>	<p><u>TEAM B</u></p> <p>Maricel M. Dineros Libertine Joy Baldillo Lilia Zita Pura Rodel E. Pancho</p>
<p><u>TEAM C</u></p> <p>John Rey J. Perez Gina Q. Tarog Josephine Ebuenga Leonisa Enolva</p>	<p><u>TEAM D</u></p> <p>Bernadette R. Bedis Jomar E. Enguerra Michelle H. Guadamor Nicolas Freo</p>



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SEARCH FOR THE TEN INSPIRING SCHOOL HEADS

Rating Sheet

Name of Nominee: _____
 Plantilla Position/Designation: _____
 District/Cluster: _____ Date of Validation: _____

Criteria/Indicator	Weight	Rating
I – PERSONAL QUALITIES AND CHARACTER A. Model of morality and integrity both in public and private life (10%) *Unquestionable honesty and integrity - 2% *High work ethics and commitment - 2% *Trustworthiness in the discharge of duty - 2% *With high level of stress tolerance - 2% *Virtuous conduct - 2% B. Good Human Relations in the school and in the community (10%) _____	20%	
II – SCHOOL LEADERSHIP AND MANAGEMENT COMPETENCE A. Demonstrated competence in teaching as evidenced by the high performance evaluation and rank obtained as teacher (10%) _____ OPCRF Rating for the last 3 School Years (Average Rating for 3 SYs multiplied by 2) SY 2017 – 2018 _____ SY 2018 – 2019 _____ SY 2019 – 2020 _____ *Documents Needed: Copies of OPCRF duly signed by the proper authorities	70%	



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<p>B. Research Conducted and/or Presented (whichever is the higher level) (10%) _____</p> <p>National - 10% Regional - 8% Division - 6% District/Cluster - 4% School - 2%</p> <p>* Abstract with approved research proposal, duly signed by school head and Division Authorities and/or Certificate of Appreciation as presenter to a Research forum</p> <p>C. Original Creative Outputs (like poems, short stories, essay, feature articles, scripts, technical paper, published in wide circulation, related to education (1 point per published article) (5%) _____</p> <p>*Documents Needed: Photocopy of published articles and certification of authorship from the publisher/editor-in-chief</p> <p>D. Introduced School Innovations/PPAs which contributed to the school improvement in KPIs (20%) _____</p> <p>National - 20% Regional - 16% Division - 12% District/Cluster - 8% School - 4%</p> <p>*Documents Needed: Abstract of the effective/innovative approaches duly certified by DepEd Authorities; and/or evidences certified by DepEd officials reflecting the result of the innovation</p> <p>E. Forged and sustained partnership with external stakeholders (5%) _____</p> <p>*Documents Needed: MOA, Deed of Donation, etc.</p>		
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<p>F. Leadership Capabilities</p> <p>1. Organized/ Conducted in-service training program/ Implemented homeroom project (5%) _____ *Documents Needed: Certification from the SDS showing the involvement in training and implementation of homeroom project</p> <p>2. Served as resource speaker/discussant/facilitator or demonstration teacher (5%) _____ National - 5% Regional - 4% Division - 3% District/Cluster - 2% School - 1% *Documents Needed: Certification from the DepEd authorities and other accredited training provider as resource speaker/discussant/facilitator or demonstration teacher</p> <p>G. Educational Attainment Professional Advancement</p> <p>1. Degree Obtained (5%) _____ Doctoral Graduate - 5% Ph.D./Ed.D. CAR - 4% MA Grad + 25 Doctoral units - 3% MA Grad + 3 to 24 Doctoral units - 2% MA Graduate - 1% *Document Needed: Transcript of Records, Certification, etc.</p> <p>2. Trainings Attended (whichever is the highest level) (5%) _____ International - 5% National - 4% Regional - 3% Division - 2% District/Cluster - 1% * Document Needed: Certificate of Participation</p>		
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<p>III – PROFESSIONAL AND COMMUNITY INVOLVEMENT</p> <p>1. Active Involvement in Community Affairs (e.g. Lupon Member, President of the Homeowners' Association, etc.) (5%) _____ * Documents Needed: Certification from LGU officials and/ or written/pictorial report of the project undertaken in the community</p> <p>2. Professional/Community Service Awards (e.g. Gawad Guro, Ulirang Ama/Ina, Best Project Implementer, etc.) (5%) _____</p>	10%	
TOTAL RATING		

Evaluated By:

_____	_____
_____	_____
_____	_____
_____	_____



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