



August 1, 2012

MEMORANDUM TO:

Assistant Schools Division Superintendents
Division/District Supervisors
Secondary School Principals
Head Teachers/Teachers In-Charge

**SEARCH FOR OUTSTANDING ARLING PANLIPUNAN TEACHER
OF QUEZON CITY, SY 2012 - 2013**

1. For the information of the field, the Araling Panlipunan Department will conduct the search for Outstanding Araling Panlipunan Teacher of Quezon City, SY 2012 – 2013.
2. Please be guided with the following:

I. RATIONALE

Education is the realization of our country's hopes and dreams for the future and the heart of it all is the teacher who has the unfailing loyalty to educate and impart knowledge to his/her students. Teachers have brought enlightenment to students and they continue to empower them through education. Teachers have always wanted to improve, update and enrich their professional skills for the development of the students and bringing the school closer to its stakeholders and consequently, its stakeholders to the school.

It is for this reason that there is a need to assess the teacher's performance and reward it with incentives in the form of recognition and rewards. The teacher's job is the noblest of all professions hence, teachers deserve the honor. The purpose of this search is to promote, recognize and reward excellence in learning and teaching at different public schools in the Division of Quezon City

II. Objectives

1. The Search for Outstanding Araling Panlipunan Teacher honors Araling Panlipunan teachers who have dedicated their lives in mentoring the youth through classroom instructions.
2. To recognize and inspire teachers in Secondary Education in Quezon City on the basis of their performance according to various criteria like teaching, research, innovative practices and community development.
3. An to inspire teachers by serving as models of excellence in their respective schools and communities.

II. GUIDELINES

a. Qualifications

The search is open to all Secondary Social Studies teacher in Quezon City. He/She should:

1. Be a permanent teacher in Araling Panlipunan and has rendered continuous service of not less than five (5) years.

- **Mrs Ruth G. Yap**
Master Teacher II, Batasan Hills National High School
Outstanding Teacher in Araling Panlipunan DCS-QC, 2011 – 2012
- **Dr. Rowena DA. Senita**
Master Teacher I, Culiat High School
Outstanding Teacher in Araling Panlipunan DCS – QC, 2011 – 2012
- **Mrs. Rosario T. Dela Cruz**
Balingasa High School
Jayceerete – Outstanding Teacher - 1st Runner – up

g. Recognition:

Recipient of the award will receive a plaque and or other memento and Php 5,00.00 cash prize. Awarding will be on October 1, 2012 at the Division Office. The winner will also be the recipient of the Search for Outstanding Teacher sponsored by the Quezon City Government during the Q.C. Foundation Activities.

IV. Computation of Points

• **Educational Attainment**

➤ Bachelors Degree	-	-	-	-	3 pts.
➤ Masters (18 units)	-	-	-	-	4 pts.
➤ Masters (CAR)	-	-	-	-	6 pts.
➤ Masters, Graduate	-	-	-	-	7 pts.
➤ Doctorate (18 units)	-	-	-	-	8 pts.
➤ Doctorate (CAR)	-	-	-	-	9 pts.
➤ Doctorate Graduate	-	-	-	-	10 pts.

• **Performance Rating (S.Y. 2009 – 2012)**

Numerical Rating	Points
➤ 9.5 – 10	- - - 10
➤ 9.0 – 9.4	- - - 7
➤ 8.6 – 8.9	- - - 4

• **Length of service**

➤ 5 years to 7 years	- - - 4
➤ 8 years to 10 years	- - - 6
➤ 11 years to 13 years	- - - 8
➤ 14 years to 16 years	- - - 10

• **Outstanding Accomplishments**

■ **Awards**

• District	- - - 1
• Division	- - - 2
• Region	- - - 3
• National	- - - 4
• International	- - - 5

■ **Contest Winnings**

• District -	- - - 1
• Division	- - - 2
• Region -	- - - 3
• National	- - - 4
• International	- - - 5

■ **Innovation**

• School -	- - - 1
• District -	- - - 2
• Division	- - - 5

■ **Research and Development Project (Approved by the Division Office)**

■ **Speakership**

• School -	- - - 1
• District -	- - - 2
• Division	- - - 3

5pts

• Region	-	-	-	4
• National	-	-	-	5

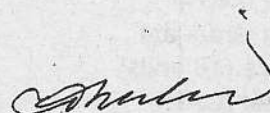
■ Authorship	-	-	-	5 pts.
■ Classroom Observation	-	-	-	15 pts.
■ Written Examination	-	-	-	10 pts.
■ Interview	-	-	-	10 pts.
■ Community Involvement	-	-	-	10 pts.

Search for Outstanding Araling Panlipunan Teacher

Schedule of Screening and Evaluation

August 20, 2012:	Submission of pertinent papers
August 21 – 31, 2012:	Paper Evaluation
September 3, 2012:	Announcement of district candidates
September 6 -25, 2012:	Unannounced classroom observation by the members of the committee
September 28, 2012:	Panel and Interview and written examination
October 1, 2012:	Announcement of Outstanding Teacher Division – level, QC

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



CORAZON C. RUBIO, CESO VI
Schools Division Superintendent

A.A. Sebastian/JR

2. Have an outstanding performance for the last 3 years.
3. Have a minimum teaching load of 240 minutes a day for the last 3 years
4. Of good moral character (No pending administrative case filed against him/her)
5. Have not been previously awarded as outstanding teacher in AP in the Division, Regional, National and International level.

b. Criteria

▲ Educational Attainment-	-	-	-	-	10 pts.
▲ Length of Service	-	-	-	-	10 pts.
▲ Performance Rating for the last 3 years	-	-	-	-	10 pts.
▲ Outstanding Accomplishments					
➤ Innovation	-	-	-	-	5 pts.
➤ Research and Development Projects	-	-	-	-	5 pts.
➤ Publication/Authorship	-	-	-	-	5 pts.
➤ Consultancy/Speakership	-	-	-	-	5 pts.
➤ Winnings	-	-	-	-	5 pts.
➤ Awards	-	-	-	-	5 pts.
▲ Community Involvement	-	-	-	-	5 pts.
▲ Demonstration – Teaching /Observation	-	-	-	-	15 pts.
▲ Interview	-	-	-	-	10 pts.
▲ Written Examination	-	-	-	-	10 pts.
					<u>100 pts.</u>

c. Nomination

- ▲ Nominees of each school should be recommended by their respective department head and principal through a recommendation letter.

d. Application Deadline

- ▲ All nominations should be submitted to Dr. Adelina A. Sebastian at the Office of the Supervisors, Division Office, Quezon City. Deadline for submission will be on August 20, 2012.
- ▲ No papers will be accepted after the prescribed period of submission:

e. Evaluation Process

- ▲ First part is paper assessment: Nominations given by schools will be assessed by the selection committee.
- ▲ Second part: The selection committee will select 1 candidate in each district based on the criteria.
- ▲ Third part: District winners will compete for the Division Level – Search. Unannounced classroom observation and a scheduled panel interview will be conducted by the committee on September 28, 2012 from 8:00 – 12:00 a.m. at the Division Office.
- ▲ Decisions will be based solely on the selection criteria.

f. Selection Committee

The selection committee is composed of the following:

Over – all in charge: **Dr. Adelina A. Sebastian**
Araling Panlipunan Education Program Supervisor, DCS-QC

Committee Chair: **Mrs. Norma C. Pacaigue**
Araling Panlipunan Department Head VI, School
Gene Lopez – Bayaning Pilipino Awardee, 2012
Metro Bank Outstanding Teacher Awardee

Committee Members:

▲ **Mr. Arnel Pineda**
Head Teacher III, Maligaya High School