



AUG 11 2008

DepED MEMORANDUM
No. 376 , s. 2008

2009 GINTONG SULO SEARCH FOR MOST OUTSTANDING
ELEMENTARY SCHOOL PRINCIPALS

To: Regional Directors
Schools Division/City Superintendents
Heads, Public Elementary Schools

1. The Department of Education in partnership with the Philippine Elementary School Principals Association (PESPA) is launching the Gintong Sulo Award for the Most Outstanding Male and Female Public Elementary School Principals (ESP) for 2009.
2. The Search is PESPA's way of recognizing and paying tribute to the unsung heroes in the field of basic education. It is about time that these performing and very effective public elementary school principals, regardless of sex or age are discovered, recognized and awarded for their excellent performance. The goal of the Search is to encourage all school heads of public elementary schools to perform their duties and responsibilities with outmost excellence.
3. The Search is open to all public elementary school principals both male and female. The award will include the Most Outstanding Male and Female Elementary School Principals (ESP). Both will receive P50,000.00 cash award and a plaque and all Regional Winners/Awardees (Male and Female Categories) will receive P10,000.00 each and a plaque. The rationale, goals, strategies, implementing guidelines, criteria for selection, application form and the list of the National Committee are enclosed.
4. Announcement of regional winners shall be before March 15, 2009 followed by a final interview of the regional winners by the National Board of Judges (NBOJ) on March 15, 2009 at the DepED Central Office, Pasig City. The regional awardees will be housed in a nearby hotel (the venue will be announced later). The awarding ceremony will be in May 2009 during the PESPA Biennial National Congress.
5. Immediate and wide dissemination of this Memorandum is desired.


JESLI A. LAPUS
Secretary

Encl.:

As stated

Reference:

N o n e

Allotment: 1- -(D.O. 50-97)

To be indicated in the Perpetual Index
under the following subjects:

ELEMENTARY EDUCATION
OFFICIALS
SCHOOLS
SEARCH
SOCIETY or ASSOCIATIONS

Maricar/DM-Gintong Sulo Search
08-05-08

A. Qualification Requirements for all Contenders:

1. Must be a PESPA member of good standing.
2. Must be a full-pledged elementary school principal for at least three (3) years.
3. Must not be presently involved in any court litigation.
4. Must have at least Very Satisfactory Performance Rating for the past three (3) years.

B. Application Requirements:

1. Duly accomplished application form.
2. Colored photograph (2X2) passport size taken within this year.
3. DepED appointment as Elementary School Principal duly attested by the Civil Service Commission.
4. Authenticated documents to support each criterion. Documents must not be duplicated in other criteria

C. Awards:

1. From PESPA – Gintong Sulo Award:
 - The Most Outstanding Female ESP - P 50,000.00 + Plaque
 - The Most Outstanding Male ESP - P 50,000.00 + Plaque
 - All Regional Winners/Awardees - P 10,000.00 + Plaque
 - The Regional Director and the Schools Division Superintendent of the national winner and all the regional winners shall be awarded with a Plaque of Recognition.
2. From the DepED: Short- term Scholarships to SEAMEO Regional Center or Benchmarking/Training Grants to Southeast Asian countries.
3. Medal/Certificate of Recognition

D. Mechanics of the Search:

1. Each division shall select the Division contender to the Regional Search. The Schools Division Superintendent, as chair shall organize a 3-member selection committee consisting of Education Supervisors of the division as members.
2. Each region shall choose for the regional contender to the National Search. The Regional Director, as chair shall organize a 3-member selection committee consisting of Education Supervisors of the region as members.
3. The National Search shall be chaired by the Director of the Bureau of Elementary Education (BEE) together with the PESPA President as Co-Chair, who shall invite a multi-sectoral set of judges to make the final search.
4. The Regional winners, shall be subjected to the final evaluation by the National Panel of Judges. They will be housed in a hotel near the DepED for the final interview and Awarding Ceremony.

E. Timetable:

1. July – August, 2008
Issuance of DepED Memorandum for the Search
2. Search Calendar:
 - September, 2008 - Division Search
 - October, 2008 - Preparation and submission of documents for the Regional Search
 - November, 2008 - Regional Search

December 27, 2008 - Deadline of submission of the hard copies of the documents in five (5) CD's for national evaluation.

3. **National Selection/Judging Process:**

The National Board of Judges shall be composed of distinguished personages from the government, NGO's, the business sector and the Academe. The members of the Board of Judges shall conduct the final interview for the purpose of confirming whether the documents and claims submitted are authentic. This interview provides the basis for determining who will be the Most Outstanding among the contenders.

4. **Final Trail of Documents:**

- January 15-30, 2009 - Final Review of Documents by the National Steering Committee
- February 10, 2009 – Transmittal of documents to the NBOJ by the National Secretariat
- February 15, 2009 - Circulation of CD's to the NBOJ
- March 15, 2009 – Interview of Regional Winners at DepED, Pasig City (venue to be announced later)
- May, 2009 - Awarding Ceremony during the PESPA Biennial Congress

F. Criteria of Evaluation:

I. Performance:

50 points

Achievements/Impact on People, Educational System and Community for the last three (3) years

1. Improvement on the quality, equity & relevance dimensions of the program - 20 points
2. Contribution to the total development of his/her school & its environment - 20 points
3. Contribution to community development - 10 points

Supporting Documents Needed:

1. Site Development Plan and SIP/AIP, School Report Card, photographs of different school facilities and records of maximum utilization of school spaces, certified true copies of rehabilitation/repairs done, maintenance program, updated acquisition, allocation and maximum utilization of basic elementary instructional materials, facilities/equipment, library materials, records or class/classroom ratio, record of management and maximum utilization of ancillary services.
2. Record of achievement of pupils for the past three years, certified true copies of rank in the division, regional and national test results, school testing program, records of program/trainings conducted, existence of co-curricular activities, recognition and awards won by the school, existence of innovative programs which improved pupil performance, enrolment data for the past three (3) years in regular and special programs, records of performance indicators; report on programs for alternative learning delivery system for school-age children; records/photographs of indigenous resources and reports on implementation of DepED thrusts.
3. Records/photographs of programs and projects in the community, certified written testimonies of community officials, reports/photographs of efforts on mobilization of resources and reports on organized literacy, livelihood and vocational/ALS classes.

II. Professional Competence:**30 points****• Managerial/Leadership Skills****15 points**

Includes technical, administrative skills and innovative ability reflected in the quality standards of organization, leadership, curriculum, climate and evaluation and assessment.

• Professional Growth**15 points**

Evidenced by her membership in professional organizations relevant to job, awards and distinctions received in the field of education, creative outputs such as published educational articles, research reports, compositions and books, professional journals and other forms of literature read, pursuit of higher degree through scholarship/own initiative and honors received.

Supporting Documents Needed:

1. True copies of Certificate of Appreciation/Recognition that manifest excellence in managerial and leadership skills, list of trainings participated in and/or conducted, letters of designation as coordinator of projects anchored/managed, certified report on reduced cases of pupils and teachers misbehavior, report on reduced number of administrative cases, protests and complaints filed.
2. Membership records and roles in various organizations relevant to the job, titles, copies of published materials, annotated bibliography of books and professional journals read, true copies of awards and distinctions received, degree or course completed and record of study visit/ official travel.
3. Certified performance ratings for the past three (3) years.

III. Personal Attributes:**20 points**

- A model in both public and private life, is morally upright, simple, frugal and approachable, honest, humble, diligent, courteous, generous. and kind Has good faith, love and concern for people around her/him. **10 points**
- Maintains high work standards. Creative, innovative and adaptable. With high level of stress tolerance. **10 points**

Supporting Documents Needed:

1. Testimonies from peers, teachers, supervisors, parents, PTA Officers obtained casually or formally through surveys indicating harmonious relationship in the schools/community.
2. True copy of marriage certificate, photos of a happy married life, documented statements of good moral life, certified or tax payments, no pending administrative case.
3. Certified list of innovations introduced to improve work standards.
4. Reports/photographs on participation programs involving national issues and concerns, e.g. values formation, information technology, drug prevention and control and others.

D. SITUATIONER

In not more than 300 words (one page only) please describe your school and the community in which it is located. Be sure to include:

- a. Socio-economic condition (size, resource, population, etc.) of both school community
- b. Problems/challenges/opportunities relevant to the pursuit of quality education

Attach sheet to this application form.

E. DETAILS OF OUTSTANDING ACHIEVEMENT, CONTRIBUTIONS AND THEIR IMPACT

1. The mandate of the principal is to manage and supervise the school entrusted to her in order to contribute to the attainment of quality, equity and relevance in implementing the schools program.

Cite 3 to 5 problems or critical situations encountered in the fulfillment of your mandate as a principal. Specify action taken, dates; obstacles/constraints, if any; agencies, organization or people involved; outcome or results, indicating time, and the impact of such action. Attach sheets to this application form.

2. Annotated list to innovative projects, programs and activities (Particularly homegrown or self-initiated school and community projects)

NAME OF PROJECT/PROGRAM, ETC.	PROBLEM BEING ADDRESSED	DESCRIPTION AND TIME FRAME

I HEREBY SWEAR TO THE BEST OF MY KNOWLEDGE THAT ALL INFORMATION CONTAINED IN THIS APPLICATION FORM ARE TRUE AND THE SUPPORTING DOCUMENTS AUTHENTIC.

SIGNATURE OF APPLICANT

DATE OF SUBMISSION

AUTHENTICATED BY: _____

DESIGNATION : _____

CERTIFIED TRUE AND CORRECT :

SCHOOLS DIVISION SUPERINTENDENT

NATIONAL COMMITTEE IN CHOOSING THE WINNER
2009 Gintong Sulo Search for Most Outstanding Elementary School Principal

Committee	Functions
I. National Steering Committee: USEC Vilma L. Labrador - Chairman BEE Director Yolanda S. Quijano – Co-Chairperson Teresita V. Arriola - Member Nerisa Durian David - Member Prof. Esperanza Bautista - Member	<ul style="list-style-type: none">- Recommends actions/directions to the National Executive Committee and is the Program's Implementing arm.- Formulates criteria for the Search and its implementation
II. National Executive Committee: DepED Sec. Jesli A. Lapus - Honorary Chairperson DepED USEC Vilma L. Labrador – Chairperson DepED President Erico M. Habijan – Chairperson Dr. Fe A. Hidalgo Dr. Erlinada Pefianco	<ul style="list-style-type: none">- Approves and stamps recommendations.
III. National Secretariat: Asec Teresita G. Inciong - Chairperson Teresita V. Arriola - Member Nerisa Durian David - Member Prof. Esperanza Bautista - Member	<ul style="list-style-type: none">- Formulates criteria for the Search.
IV. Regional Selection Committee: Regional Directors PESPA Regional Representatives	<ul style="list-style-type: none">- Implement Search Guidelines in the Region
V. National Board of Judges	<ul style="list-style-type: none">- Decides the National Winner Secretary or his duly designated representative

Note: The PESPA Working committees for the Search shall be formed during the 24th PESPA National Board Conference