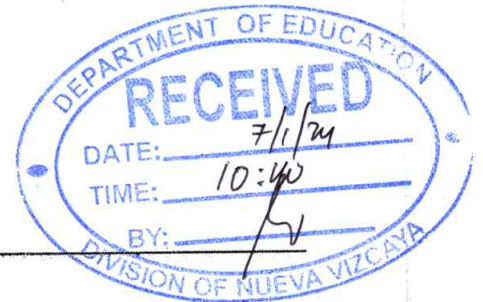




Republika ng Pilipinas  
**Department of Education**  
 OFFICE OF THE UNDERSECRETARY  
 HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT



Annex F

**MEMORANDUM**  
**DM-OUHROD-2024-1070**

MEMORANDUM		Date: 7-12-24	Released (Records):
To:	<input checked="" type="checkbox"/> PSDS/DICs	<input checked="" type="checkbox"/> Elem/Sec School Heads	
	<input type="checkbox"/> Private Schools	<input type="checkbox"/> Others:	
For:	<input checked="" type="checkbox"/> Information	<input checked="" type="checkbox"/> Dissemination	
	<input type="checkbox"/> Guidance		
<b>ORLANDO E. MANUEL PhD, CESO V</b> Schools Division Superintendent			
By:	<input type="checkbox"/> ASDS	<input type="checkbox"/> CID Chief	<input type="checkbox"/> SGOD Chief
	<input type="checkbox"/> ACO	<input type="checkbox"/> Atty	Signature:

TO : **Regional Directors**  
**Schools Division Superintendents**  
**All Others Concerned**

FROM :   
**WILFREDO E. CABRAL**  
*Regional Director*  
*Officer-in-Charge, Office of the Undersecretary*  
*Human Resource and Organizational Development*

ATTY.   
**REVSEE A. ESCOBEDO**  
*Undersecretary for Operations*

SUBJECT : **2024 PPSTA SEARCH FOR OUTSTANDING TEACHERS AND SCHOOL HEADS**

DATE : 3 June 2024

The **2024 Philippine Public School Teachers Association (PPSTA) Search for Outstanding Teachers and School Heads** is driven by a steadfast commitment to recognize and honor the unwavering loyalty, exemplary performance, and remarkable contributions of individuals who champion quality basic education. This initiative is firmly rooted in the belief that acknowledging excellence within the education sector is essential for cultivating a culture of continuous improvement, fostering professional growth, and elevating the overall quality of basic education.

This search is open to all **active PPSTA members** who are currently employed by the Department of Education as classroom teachers and school heads.

For those interested in participating, please refer to the attached guidelines, criteria for evaluation and nomination forms for both teachers and school heads.

For any further inquiries, please contact the PPSTA Secretariat at the following mobile numbers: 0918-544-8046 and/or 0905-535-5858, or via email at [support@ppsta.com](mailto:support@ppsta.com).

Thank you.



Address: Room 102 Rizal Bldg., DepEd Complex, Meralco Ave., Pasig City, Metro Manila  
 Telephone Nos.: 8633-7206  
 Email Address: [usec.hrod@deped.gov.ph](mailto:usec.hrod@deped.gov.ph) Website: <https://www.deped.gov.ph>

Doc. Ref. Code	PAWIM-F-018	Rev	00
Effectivity	09.20.21	Page	1 of 1





*"Bayani ka, gurong Pilipino. Ang PPSTA, kumakalinga sa iyo!"*

## **MEMBERSHIP GUIDELINE NO. 02-2024**

**TO: ALL REGIONAL AND DIVISION CHAPTER PRESIDENTS  
THRU THE PPSTA TRUSTEES**  
**FROM: THE PRESIDENT**  
**DATE: June 6, 2024**  
**SUBJECT: 2024 Search for Outstanding Teachers and School Heads**

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As part of PPSTA's unwavering commitment in the promotion of quality basic education by advancing the interest and welfare of public school teachers, we are pleased to inform you that PPSTA will once again give honor and commendation to teachers and school heads whose character and reputation as educators are worth emulating and beyond reproach through the **"2024 PPSTA Search for Outstanding Teachers and School Heads"**.

In support of this undertaking, the Department of Education, through the Honorable Officer-in-Charge of the Office of the Undersecretary for Human Resource and Organizational Development, Dir. Wilfredo E. Cabral, and the Undersecretary for Operations, Atty. Revsee A. Escobedo, has issued DM-OUHROD-2024-1070 addressed to all Regional Directors and Schools Division Superintendent endorsing the PPSTA Search.

For this purpose, all PPSTA regional and local/division chapters are advised to start the necessary legworks for the conduct of the division and regional level search. The PPSTA Head Office shall release a mobilization fund of P 10,000.00 to each region to augment existing financial resources. Below is the timeline of our activities:

- Division Level Search:** June - July 2024
- Regional Level Search:** August – September 2024
- National Level Search:** October – November 2024
- National Awarding:** December 2024 to coincide with the 2024 NRA

Made as integral part of this memo are the following:

- Annex A** - Guidelines for the 2024 PPSTA Search
- Annex B** - Nomination Form for Outstanding Teacher Category
- Annex C** - Nomination Form for Outstanding School Head Category
- Annex D** - Criteria for Evaluation (Outstanding Teacher Category)
- Annex E** - Criteria for Evaluation (Outstanding School Head Category)
- Annex F** - Copy of DM-OUHROD-2024-1070 issued by DepEd

Thank you and best regards.

**GILBERT T. SADSAD**  
President



**PPSTA**

**Philippine Public School Teachers Association**

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Cell No.: 09185448046; 09055355858 email: support@ppsta.com  
Visit our Facebook Page: <http://www.facebook.com/pages/Philippine-Public-School-Teachers-Association/202301193115011#>

Annex A.

*"Bayani ka, gurong Pilipino. Ang PPSTA, kumakalinga sa iyo!"*

**2024 PPSTA SEARCH FOR OUTSTANDING TEACHERS AND SCHOOL HEADS**

**GUIDELINES**

**A. RATIONALE**

The 2024 Philippine Public School Teachers Association (PPSTA) Search for Outstanding Teachers and School Heads stems from a dedicated commitment to acknowledge and celebrate the unwavering loyalty, exemplary performance, and remarkable contributions of individuals in promoting quality basic education. This initiative is grounded in the understanding that recognizing excellence in the education sector is pivotal for fostering a culture of continuous improvement, promoting professional growth, and uplifting the overall quality of basic education.

**Operational Definition of Terms**

Term	Operational Definition
<b>PPSTA</b>	Refers to the <i>"Philippine Public School Teachers Association"</i> , a private non-stock, non-profit organization operating as a mutual benefit association for teachers, administrators, supervisors and non-teaching support personnel of public schools and state colleges and universities.
<b>Teaching Personnel</b>	Refers to persons engaged in classroom teaching whether formal or ALS, in any level of instruction, on full-time basis, including guidance counselors, school librarians, industrial arts or vocational instructors, and all other persons performing supervisory and/or administrative functions in any level of governance inclusive in the Department of Education.
<b>Regional Search Committee</b>	Refers to the designated Committee in charge in the facilitation of the PPSTA Regional Search composed of the National Board of Trustee from the Region, Regional Board of Directors (BODs) in coordination with the respective Regional Directors.
<b>Regional President</b>	Refers to the President of the Regional Board of Directors (BODs) of the PPSTA expected to perform coordinating functions with the Board of Trustee in the undertaking.

<b>National Search Committee</b>	Refers to the designated Committee in charge in the facilitation of the National Search composed of identified Board of Trustees and PPSTA ManCom under the leadership of the National of Board of Trustees' President assisted by the General Manager.
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The following key points elucidate the rationale for this search:

**Celebration of Excellence –**

The search is designed to honor and celebrate the outstanding achievements and exceptional dedication of classroom teachers, non-teaching personnel, school heads, and education/district supervisors within the PPSTA. This also recognizes the valuable contributions of the division/local chapters in providing different initiatives for PPSTA members and non-members in enhancing teaching competencies and promoting better lives through massive and inclusive implementation of various programs and services. By highlighting their accomplishments, the initiative seeks to inspire and motivate educators to strive for excellence in their respective roles and functions.

**Inspiration for Professional Development –**

Recognizing outstanding individuals serves as stimulus for professional development within the education community. By showcasing the exemplary practices and achievements of educators and school leaders, the initiative aims to encourage a culture of continuous learning and improvement among PPSTA members.

**Elevation of the Teaching Profession –**

The search contributes to the elevation of the nobility of the teaching profession by emphasizing the crucial role of teachers, school heads, and education/district supervisors in shaping the future through the education of the youth and indispensability of the services of the non-teaching personnel. Appreciating their contributions fosters a sense of pride and professionalism within the education sector.

**Promotion of Leadership and Excellence –**

Focusing on leadership and excellence, the initiative aims to promote and highlight the crucial role played by educators and school leaders in shaping the educational landscape. Acknowledging those who exemplify leadership qualities and commitment to excellence, the search contributes to the overall improvement of education standards.

## **Valuing Collaborative Efforts –**

Cognizant of the contributions of the non-teaching personnel, it underscores the importance of collaborative efforts in the educational ecosystem. The search acknowledges their significant roles as partners in achieving excellence and enlightening a positive and supportive school environment.

### **B. OBJECTIVES**

#### **Recognize Exemplary Contributions:**

To identify and honor outstanding classroom teachers and school heads who have demonstrated exceptional dedication and made significant contributions to the field of education.

#### **Promote Leadership and Excellence:**

To encourage and promote leadership qualities and excellence, emphasizing the importance of active involvement in professional development, public service, and organizational activities.

#### **Inspire Professional Growth:**

To inspire and motivate PPSTA members to pursue continuous professional growth and development by showcasing the achievements and best practices of outstanding educators and school leaders worthy of emulation.

#### **Edify the PPSTA Commitment:**

To foster and strengthen PPSTA's commitment by highlighting the positive impact of its members' exemplary performance in education.

### **C. SCOPE**

This Search applies to all active members of the PPSTA who are employees and officials and are still in the service of the Department of Education as classroom teacher and school heads. Candidates in all categories must have permanent appointments in their respective divisions/regions.

A teacher candidate must be a classroom teacher or ALS mobile teacher. School head candidate must either be a TIC, HT or principal with official appointment and/or designation.

#### **D. NOMINATIONS AND DOCUMENTS**

Nomination of a candidate to any of the categories in this Search shall strictly observe the following requirements:

1. The Division/Local Chapter in partnership with the Schools Division Office shall conduct its division level search in all categories, and only the 1<sup>st</sup> placers shall advance to the regional selection.
2. Regional winners (one per category per region) must submit accomplished Nomination Form with the required supporting documents properly authenticated by the Regional Search Committee (RSC) and shall be endorsed by the Regional President and duly noted by the Regional Director to the National Search Committee, PPSTA Office, Quezon City;
3. Copies of the minutes of the deliberations on the regional search shall be submitted to the National Search Committee;
4. Only the Regional Winners (one per category per region) are qualified to submit documents to the National Search Committee; and
5. Each region shall submit only one (1) entry per category. Any region with two (2) or more entries for a category shall not be given recognition by the National Search Committee.

#### **E. QUALIFICATION REQUIREMENTS**

Candidates in all categories must strictly observe the following:

- a. Active member of the PPSTA for the last three (3) years;
- b. Performance rating of Very Satisfactory (VS) for the last three (3) rating periods;
- c. With permanent appointment;
- d. No pending administrative case; and
- e. **Validity of Supporting Documents:** *Lifespan must not be more than three (3) years as of June 2024*

#### **F. DISQUALIFICATIONS**

1. Entries from regions that failed to hold regional selection will be disqualified and shall not be given recognition either as regional or national winner; and
2. Candidates who failed to submit the accomplished nomination form and the required documents stipulated in the guidelines shall be disqualified.

## **G. AWARDS AND INCENTIVES**

1. Winners under the teacher category will receive the following:

### **Division Winners**

- a. Plaque of Recognition
- b. Cash prize of **P 5,000.00**

### **Regional Winners**

- c. Plaque of Recognition
- d. Cash prize of **P 25,000.00**

### **National Winners**

- a. Plaque of Recognition
- b. Cash prizes –

- 1<sup>st</sup> Place: P 75,000.00**  
**2<sup>nd</sup> Place: P 50,000.00**  
**3<sup>rd</sup> Place P 25,000.00**

- c. Gift package

2. Winners under the school head category will receive the following:

### **Division Winners**

- a. Plaque of Recognition
- b. Cash prize of **P 5,000.00**

### **Regional Winner**

- a. Plaque of Recognition
- b. Cash prize of **P25,000.00**

### **National Winners**

- a. Plaque of Recognition
- b. Cash prize –

- 1<sup>st</sup> Place: P 75,000.00**  
**2<sup>nd</sup> Place: P 50,000.00**

3<sup>rd</sup> Place: P 25,000.00

## H. CRITERIA

### 1. Outstanding Teacher

#### a. *Instructional Competence*

- |                                       |    |
|---------------------------------------|----|
| i. Teaching Competence                | 20 |
| ii. Outstanding Accomplishment/Awards | 10 |
| iii. Research                         | 10 |
| iv. Creativity and Innovation         | 10 |

#### b. *Professional Growth*

- |  |    |
|--|----|
| i. Education                                       | 10 |
| ii. Training                                       | 5  |
| iii. Accomplishments in Professional Organizations | 5  |

#### c. *Community Development*

- |                        |   |
|------------------------|---|
| i. Outreach Activity   | 5 |
| ii. Networking/Linkage | 5 |

#### d. *Personal Qualities & Character/Interview*

	20
--	----

<b>TOTAL</b>	<b>100</b>
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### 2. Outstanding School Head

#### a. *Leading Strategically*

- |   |    |
|---|----|
| i. Embodied DepEd vision, mission and core values to sustain shared understanding and alignment of school programs, projects and activities based on school planning and implementation | 5  |
| ii. Promoted a culture of research to facilitate data-driven and evidence-based innovations to improve school performance and foster continuous improvement                             | 10 |

#### b. *Managing School Operations and Resources*



i.	Exhibited good practice in managing school data and information using technology to ensure efficient and effective school operations	10
ii.	School preparedness, mitigation, and resiliency to sustain continuous delivery of instructions	5
<b>c. Focusing on Teaching and Learning</b>		
i.	Shared exemplary practice in the contextualization and implementation of learning standards to assist teachers in making the curriculum relevant to others	5
ii.	Showed good practices in providing technical assistance to teachers on teaching standards and pedagogies	5
iii.	Set achievable learning outcome to support learner achievement and other performance indicators	15
iv.	Empowered the wider school community in promoting and sustaining a learner-friendly, inclusive and healthy learning environment through management of school facilities	5
<b>d. Developing Self and Others</b>		
i.	Trainings/Conferences/Seminars Attended	5
ii.	Speakership/Facilitation/Consultancy	5
iii.	Professional Networks	5
iv.	Publication/Authorship	5
v.	Trainings Conducted as Chair or Co-Chair of the Training Management Team	5
vi.	Succession Planning	5
<b>e. Building Connections</b>		
i.	Created a culture of inclusivity in the school and the community through strengthened stakeholders to support enabling environment for learners	5
ii.	Community Engagement	5
<b>TOTAL</b>		<b>100</b>