



Republic of the Philippines
Department of Education



OCT 19 2009

DepEd MEMORANDUM
No. **460**, s. 2009

2010 GINTONG SULO SEARCH FOR MOST OUTSTANDING PUBLIC
SECONDARY SCHOOL HEADS

To: Bureau Directors
Regional Directors
Secretary, ARMM
Schools Division/City Superintendents
Heads, Public Secondary Schools
All Others Concerned

1. The Department of Education (DepED) in partnership with the National Association of Public Secondary School Heads, Inc. (NAPSSHI) will hold the **Gintong Sulo Award for the Most Outstanding Public Secondary School Heads for 2010**.
2. The Search is NAPSSHI'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 secondary school principals are discovered, recognized and awarded for their excellent performance. The goal of the Search is to encourage all school heads of public secondary schools to perform their duties and responsibilities with utmost excellence.
3. The Search is open to all public secondary school principals. The award includes a plaque and cash prize of Fifty Thousand Pesos (PhP50,000.00) for the national winner and Ten Thousand Pesos (PhP10,000.00) and a plaque for each of the regional contenders. The rationale, goals, strategies, implementing guidelines, criteria for selection, application form and the list of the national committees are enclosed.
4. Announcement of regional winners shall coincide with the Education Week in December. Final interview of the regional winners by the National Board of Judges shall be held in February at the DepEd Central Office, Pasig City. Board and lodging of interviewees shall be taken care of by the management committee. The awarding ceremony will be in April 2010 during the NAPSSHI National Congress.
5. Immediate and widest dissemination of this Memorandum is desired.


RAMON C. BACANI
Undersecretary

Encls.: As stated
Reference: DepED Memorandum: No. 376, s. 2008
Allotment: 1- -(D.O. 50-97)
To be indicated in the Perpetual Index under the following subjects:

OFFICIALS

PRIZES or AWARDS

SEARCH

A. Qualification Requirement for all Contenders:

1. Must be a NAPSSHI member of good standing.
2. Must be a full-pledged secondary 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 Secondary School Principal duly attested by the Civil Service Commission.
4. to support each criterion. Documents must not be duplicated in other criteria.

C. Awards:

1. From NAPSSHI – Gintong Sulo Award:
 - The Most Outstanding SEP – P 50,000.00 + Plaque
 - All Regional Winners/Awardees – P 10,000.00 + Plaque
 - The Regional Director and Schools Division Superintendent of the national winner and all 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 Secondary Education (BSE) together with the NAPSSHI 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. October, 2009
Issuance of DepED Memorandum for the Search
2. Search Calendar:
 - November, 2009 - Division Search
 - 3rd week of November, 2009 - Regional Search
 - November 23, 2009 - Deadline of submission of the hard copies of the documents and five (5) CD's for the national evaluation during the Bi-Annual NAPSSHI Congress, Teachers Camp, Baguio City.

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:

- December 07-18, 2009 - Final Review of Documents by the National Steering Committee.
- January 05, 2010 - Transmittal of documents to the National Board of Judges by the National Secretariat.
- January 12, 2010 - Circulation of CD's to the National Board of Judges.
- February 12, 2010 - Interview of Regional Winners at DepED, Pasig City (venue to be announced later)
- April, 2010 - Awarding Ceremony during the NAPSSHI National 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 secondary 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 (3) 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 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 him/her. **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 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.

