

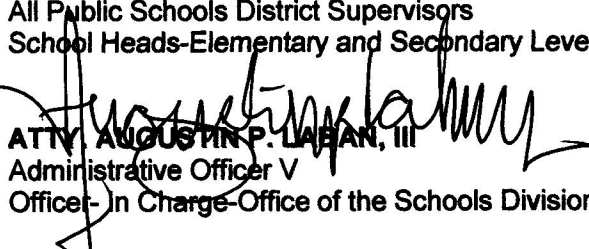


Republic of the Philippines  
Department of Education  
Cordillera Administrative Region  
**DIVISION OF BAGUIO CITY**  
Upper Session Road Extension, Baguio City  
Tel. No.: 446-0275 Fax: (074) 442-7819



DIVISION MEMORANDUM No. 110 s.2012

To All Public Schools District Supervisors  
School Heads-Elementary and Secondary Levels (Private and Public)

From:   
**ATTY. AUGUSTIN P. LABAN, III**  
Administrative Officer V  
Officer-In Charge-Office of the Schools Division Superintendent

SUBJECT: **DIVISION COMPETITIONS/ ACTIVITIES FOR THE ENGLISH LEARNING AREA**

1. In compliance with the Regional Memoranda given to the different Division Offices, the public and the private schools of both the elementary and secondary are hereby enjoined to see which of the following activities do your schools can attend to:

2. Below LISTS activities/contest, dates and venue:

**A.LEGEND WRITING CONTEST (ELEMENTARY LEVELS ONLY-PUBLIC and PRIVATE SCHOOLS)**

**B. MYTH WRITING CONTEST (SECONDARY LEVELS ONLY-PUBLIC and PRIVATE SCHOOLS)**

**Mechanics for the Writing contest:**

1. All entries shall be written in the **MOTHER TONGUE** with **ENGLISH** translation.
2. All sources of the legend and myths should be properly acknowledged.
3. The myths and the legends shall speak of the culture of their place.
4. All winning entries of each district shall be submitted in written form and in CD's.
5. Each district office shall submit five (5) winners from their districts to the Division Office on or before **October 7, 2012**.

**Criteria: See enclosure No. 1**

**C. SEARCH FOR OUTSTANDING TEACHER-MENTOR (PUBLIC SECONDARY SCHOOLS ONL)**

Deadline for the submission of the documents to the Division Office will be on or before **October 28, 2012**.

**Criteria: see enclosure No. 2**

**D. CONTEST ON MAKING INSTRUCTIONAL MATERIALS (PUBLIC SECONDARY SCHOOLS ONLY)**

1.All public secondary English teachers are requested to join in the Strategic Intervention materials (SIM), Module Making and Worksheets Preparation.

2. English teachers may choose the instructional materials she/he would like to prepare or may join the 3 contests.

3. After choosing which event to attend to, follow the format required of each.

4. Deadline for the submission of the instructional materials to the Division office will be on **November 27, 2012.**

Criteria:1. Correct format, packaging that includes lay outing and contents must be based on the PSSLC or Curriculum guides.

**E. DIVISION SCHOOLS PRESS CONFERENCE and RADIO BROADCAST AND SCRIPTWRITING CONTESTS (ALL PRIVATE AND PUBLIC ELEMENTARY and SECONDARY SCHOOLS) November 24-25, 2012-Lucban Elementary Sch., Magsaysay Avenue, Baguio City**

1.**NO PAPER-NO ENTRY.** The Division Office shall now apply the **NO SCHOOL PAPER-NO ENTRY POLICY.** Submission of the School Papers both in the ENGLISH and FILIPINO shall be on or before November 15, 2012 at the Division Office to give time for the group judging. All group results shall be announced during the schedule of the individual contests.

2. Registration shall start on November 20-23, 2012 at the Division Office. Advisers are requested to follow the template below in registering their staffers.

ENGLISH STAFFERS	EVENTS	FILIPINO STAFFERS
1	NEWSWRITING	1
2	FEATURE WRITING	2
3	COPYREADING & HEADLINEWRITING	3
4	PHOTOJOURNALISM	4
5	EDITORIAL CARTOONING	5
6	EDITORIAL WRITING	6
7	SPORTWRITING	7
	7 BROADCASTERS	
1		1
2		2
3		3
4		4
5		5
6		6
7		7
	SCHOOL PAPER ADVISER	

3.**GROUP CONTESTS** (Judging of group contest will be on November 19-20, 2012 at the Division Office)

4. The size of the paper shall strictly be followed.

DESCRIPTIONS FOR ELEMENTARY LEVEL	DESCRIPTIONS FOR SECONDARY LEVEL
<ul style="list-style-type: none"> <li>• 9" x 12" in size</li> <li>• Standard printed newsletter</li> <li>• With at least 8 pages</li> </ul>	<ul style="list-style-type: none"> <li>12"x 18" in size</li> <li>Standard printed broadsheet or tabloid</li> <li>With at least 14 pages but not more than 20 pages</li> </ul>

c Registration fees of Php 75.00 for each student participant and Php 100.00 for the school paper advisers. This fee shall be charged to school MOOE or school campus journalism funds or source other means of funding to cover expenses for kits, honoraria of speakers, and for other incidental expenses to be incurred during the conference.

d. School Paper Advisers will be entitled for a 2-day service credits while 2-day compensatory off credits (COC) shall be granted to the non-teaching personnel for the services to be rendered on Saturday and Sunday (Nov. 24-25, 2012).

e. All interested school paper advisers and school campus journalist who would like to join the search for outstanding SPA and CJ must follow the guidelines stated in Enclosures No. 3 (SPA) and No.4 (CJ). Submit the documents on or before November 15, 2012 at the Division Office. **See enclosure No. 3 and 4 for the criteria and guidelines.**

3. Interested participants who have further inquiries regarding the above mentioned activities/contests may contact (074) 4427819 attention Dr. Lillian S. Pagulongan, Educ. Program Supervisor-English.

4. Immediate and wide dissemination of this Memorandum to all concerned is desired

Enclosure No. 1- criteria for Judging Myths and Legends

## Criteria for Judging

Theme/Content ( 25%)	Creativity in the Style of Presentation ( 20_%)	Organization and Coherence ( 15_%)	Language Use ( 15_%)	Overall Impact ( 25_%)
<ol style="list-style-type: none"> <li>1. Rooted in the peoples culture customs, values &amp; beliefs</li> <li>2. Gives insights and understanding of the culture of the people of the place</li> <li>3. Presents moral lessons in life</li> <li>4. Source/s are well acknowledged</li> </ol>	<ol style="list-style-type: none"> <li>1. Creative and imaginative</li> <li>2. Touching and immersing</li> <li>3. Walks the reader to experience the people's culture in the place</li> </ol>	<ol style="list-style-type: none"> <li>1. Has one central idea</li> <li>2. Plot is clear and well sequenced from beginning to end</li> </ol>	<ol style="list-style-type: none"> <li>1. Grammatical structure is accurate in form and in usage</li> <li>2. Vocabulary is appropriate and does not interfere with presentation of ideas</li> <li>3. English translation captures what is expressed/ written in the mother tongue</li> </ol>	<ol style="list-style-type: none"> <li>1. The reader has learned to admire and appreciate the customs and traditions of the people in the place.</li> <li>2. The story leaves a lasting print in the hearts of the reader due to values communicated.</li> <li>3. The readers are entertained.</li> <li>4. It creates/revives in the reader a deeper understanding of the people's culture expressed in the legend/myth.</li> </ol>

## Search for Outstanding Teacher-Mentor

Date Submitted: \_\_\_\_\_  
Nominator: \_\_\_\_\_  
Position: \_\_\_\_\_ Contact No.: \_\_\_\_\_  
School/Office: \_\_\_\_\_  
Complete Mailing Address: \_\_\_\_\_  
School Tel. No.: \_\_\_\_\_ Fax No.: \_\_\_\_\_

Nominee: \_\_\_\_\_  
Contact Number: \_\_\_\_\_ Age: \_\_\_\_\_  
Grade/Year Level/s Taught: \_\_\_\_\_ Sex: \_\_\_\_\_  
Subject/s Taught: \_\_\_\_\_  
No. of Years in Service: \_\_\_\_\_ Prof. License No.: \_\_\_\_\_  
School Name: \_\_\_\_\_  
Complete School Mailing Address: \_\_\_\_\_  
School Tel. No.: \_\_\_\_\_ Fax No.: \_\_\_\_\_  
Division: \_\_\_\_\_ Region: \_\_\_\_\_

What makes the nominee an outstanding teacher-mentor? *(To be filled-out by the nominator. Use separate paper/s if needed)*

\_\_\_\_\_  
**Name & Signature of Nominator**

**Note: This nomination form is reproducible as needed.**

## CRITERIA FOR THE SEARCH FOR OUTSTANDING TEACHER-MENTOR

### 1. PERFORMANCE LEVEL (35%)

Performance rating for the past three years should at least be very satisfactory as evidenced by:

- Performance rating (with the use of performance indicators)
- Testimonials( from students, mentees, peers, supervisors)
  - \*Number of mentees under mentor for the last 3 years.
  - \*Frequency of mentor training outside official time.  
(Types of mentoring that the teacher-mentor is doing.
  - \*Initiatives related to NEPP on the level of the mentees, students and Community
  - \*Diligently accomplish mentor/mentee reports.(promptness and completeness)

### II. PERFORMANCE RESEARCH/PUBLICATION/CREATIVE WORK (30%)

- Instructional materials produced like books, workbooks, modules (published or with certification)
- Paper presentation/demo teaching/best teaching practices/action research
- Published articles
- Teaching innovations presented  
=>National level, regional level, division level, district and school level

### III. Professional Development (20%)

- Active membership in professional organizations related to teaching and mentoring
- Officer of any of these professional organizations
- Units in graduate school
- Attendance in training programs/conferences  
>national level, regional level, division level, district level and school level.

### IV. NAT RESULTS (15%)

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**Enclosure No. 3 REVISED GUIDELINES FOR THE SEARCH FOR THE OUTSTANDING SCHOOL PAPER ADVISERS**

**A. LENGTH OF SERVICE** **5%**  
 MUST HAVE BEEN A SCHOOL PAPER ADVISER FOR AT LEAST FIVE (5) YEARS IMMEDIATELY FOLLOWING PRIOR TO THE SEARCH,

**B. PERFORMANCE RATING** **(10%)**  
 Must have an average performance rating of not lower that Very Satisfactory (VS) for the past three (3) years

**C. ACHIEVEMENT IN JOURNALISM CONTEST (LAST THREE (3) YEARS)** **30%**  
**C. 1 INDIVIDUAL CONTEST WINNERS (15%)**

AWARDS RECEIVED
DIVISION (5%)
REGION (10%)
NATIONAL (15%)

**C. 2 GROUP CONTEST WINNERS** **(15%)**

AWARDS RECEIVED
DIVISION (5%)
REGION (10%)
NATIONAL (15%)

**D. LEADERSHIP (RELATED TO JOURNALISM)** **25%**

POSITION
<b>NATIONAL</b>
PRESIDENT (25%)
VP, SEC, TREAS (20%)
OTHER POSITIONS (15%)
<b>REGIONAL</b>
PRESIDENT (20%)
VP, SEC, TREAS (15%)
OTHER POSITIONS (10%)
<b>DIVISION</b>
PRESIDENT (15%)
VP, SEC, TREAS (10%)
OTHER POSITIONS (5%)

**E. OUTSTANDING CONTRIBUTIONS TO JOURNALISM** **20%**

<b>A. NATIONAL</b>
A. TRAINER/RESOURCE SPEAKER (20%)
B. COMMITTEE CHAIR/FACILITATOR (15%)
C. COMMITTEE MEMBERSHIP (10%)
<b>B. REGIONAL</b>
A. TRAINER/RESOURCE SPEAKER (15%)
B. COMMITTEE CHAIR/FACILITATOR (10%)
C. COMMITTEE MEMBERSHIP (5%)
<b>C. DIVISION</b>
A. TRAINER/RESOURCE SPEAKER (10%)
B. COMMITTEE MEMBERSHIP (5%)

**F. SCHOLARSHIP/ STUDY GRANTS/ AWARDS RELATED TO JOURNALISM** **(5%)**  
 Outstanding in Division or other award giving bodies related to Journalism

**G. INTERVIEW** **5%**

**Enclosure No.4 REVISED CRITERIA FOR THE SEARCH FOR THE OUTSTANDING CAMPUS JOURNALIST**

A. ACADEMIC (previous and current year) (10%)

HONORS RECEIVED
1 <sup>ST</sup> HONORS(20%)
2 <sup>ND</sup> HONORS(15%)
3 <sup>RD</sup> HONORS(10%)
4 <sup>TH</sup> HONORS AND BELOW(5%)

B. PERFORMANCE/ACHIEVEMENTS (AWARDS IN JOURNALISM) (50%)

B. 1 INDIVIDUAL CONTEST WINNERS (30%)

AWARDS RECEIVED
DIVISION (5%)
REGION (10%)
NATIONAL (15%)

B. 2 GROUP CONTEST WINNERS (20%)

DIVISION (5%)
REGIONAL (10%)
NATIONAL (15%)

C. LEADERSHIP (JOURNALISM) POSITIONS IN ORGANIZATIONS RELATED TO JOURNALISM 30%

POSITIONS HELD (15%)
EDITOR-IN CHIEF (30%)
MANAGING/ASSOCIATE EDITOR (25%)
SECTION EDITOR (20%)
LAYOUT ARTIST, PHOTOJOURNALIST, CARTOONIST, CONTRIBUTORS (15%)
REPORTERS (10%)

POSITIONS IN OTHER ORGANIZATIONS RELATED TO JOURNALISM

OTHER POSITIONS HELD (15%)
PRESIDENT (30%)
VICE PRESIDENT, SECRETARY, TREASURER (25%)
OTHER POSITIONS/MINOR POSITIONS (10%)

D. COMMUNITY/EXTENSION SERVICES RELATED TO JOURNALISM 5%

E. INTERVIEW 5%

**BRIEF ANNOUNCEMENT: For Public and Secondary Schools ONLY**

The competitions for ORATION, EXTEMPORANEOUS/IMPROMPTU and ESSAY WRITING scheduled on October 17 for ESSAY WRITING and OCTOBER 19 for ORATION and EXTEMPORANEOUS is postponed to November 2012. The venue and the exact date shall be announced soon.

Please be guided accordingly.