

Semi-Final Judging and Background Investigation	<p>The PBJ for each level selects the National Finalists.</p> <ul style="list-style-type: none"> ◆ Regional Finalists are interviewed by the PBJ. ◆ This is followed by a teaching demonstration to determine each Regional Finalist’s teaching effectiveness. ◆ A thorough background check on the character of each National Finalist will be done prior to the Final Judging. Confirmed derogatory information may be a ground for disqualification, subject to the decision of the concerned PBJ.
Final Judging	<p>The Final Board of Judges selects the Winners for each competition.</p> <ul style="list-style-type: none"> ◆ The Final Board of Judges conducts interviews of all National Finalists.
Proclamation of Winners and Recognition Program	<p>The Winners are proclaimed and given due recognition through the following:</p> <ul style="list-style-type: none"> ◆ Courtesy Call at the Senate ◆ Courtesy Call at House of Representatives ◆ Courtesy Call at the Department of Education ◆ Winners’ Forum and Media Day ◆ Awarding Ceremony as highlight of Metrobank’s 51st Anniversary Celebrations

IMPORTANT DATES TO REMEMBER

❖ February 8, 2013	Deadline for submission of Basic Information Sheet
❖ February 28, 2013	Deadline for submission of Nomination Form of Eligible Nominees
❖ April 22, 2013	Deadline for submission of Supporting Documents of Provincial Finalists
❖ May 29 – 31, 2013	Semi-Final Judging of Regional Finalists
❖ July 17 – 19, 2013	Final Judging of National Finalists
❖ September 2 – 7, 2013	Recognition Program (required for winners)

FOR MORE DETAILS:



Write or call the Metrobank Foundation Office, 4th Floor, Executive Offices, Metrobank Plaza, Sen. Gil Puyat Avenue, Makati City, Philippines 1200, with telephone nos. (02) 857-0618 or 898-8898; telefax no. (02) 818-5656; 750-0837 or e-mail at mbfi.sot@gmail.com; aareyes@metrobank.com.ph or visit our website at www.mbfoundation.org.ph.



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ABOUT THE SEARCH

The Search bestows honor upon the teaching profession by according special recognition to teachers who manifest profound commitment to the development of the youth through exemplary competence, remarkable dedication to their work and effective educational leadership. It singles out teachers who have made a significant contribution to national development by raising the quality of education through their passionate commitment to teaching, effective and creative teaching strategies, materials and devices and their admirable efforts to bring the school closer to the community and consequently, the community to the school, thereby providing models of excellence in the teaching profession.

The Metrobank Foundation, Inc. believes that recognizing the outstanding qualities, achievements and contributions of teachers to national development will inspire countless other teachers all over the country to achieve excellence in teaching.

The Search is undertaken annually by the Metrobank Foundation in partnership with the Department of Education (DepEd) and the Commission on Higher Education (CHED). It is supported by school heads of public and private elementary, secondary and tertiary institutions in the country.

WHO ARE ELIGIBLE TO JOIN?

General Requirements: Nominees must

1. be Filipino citizens teaching in the elementary, secondary or tertiary levels, including alternative learning system, with full-time or permanent appointment and with full-load.
2. have been actively teaching in the Philippines for the last 10 years (inclusive of leaves not exceeding three years, provided the nominee is not on leave, i.e., actually teaching at the time of nomination). However, the nominee must not be on leave for more than two years immediately prior to nomination.

3. have valid PRC license (for nominees in the elementary and secondary levels only) or have the pertinent license for tertiary courses where a license is required in the exercise of the profession, e.g. Medical Doctors, Lawyers, Engineers, etc.
4. have average performance ratings of at least Very Satisfactory for the last 5 years, with no rating below Satisfactory. For those who have been on official/ study leave or on secondment, performance ratings for five years closest to the period of nomination should be provided.
5. have at least a Bachelor's degree (for both the elementary and secondary competitions) and at least a Master's degree for the higher education competition. Degree holders in law and medicine are considered to possess a Master's degree.

The following are also qualified to join, provided they meet specific requirements, viz:

1. Kindergarten teachers, provided that the kindergarten level is part of the integrated curriculum or part of an elementary school system.
2. Technical-vocational teachers in the high school and college levels. Teachers teaching tech-voc courses in high school may be considered in the secondary competition, while those teaching 4-year technology courses in college may join in the higher education competition.
3. Deans, vice-deans, directors, chairpersons of departments, subject area coordinators, assistant principals, teacher-librarians, research or extension coordinators, head teachers, teachers-in-charge, guidance counselors, and others carrying similar administrative positions, provided they carry a teaching load of at least 50% of the total load required by the school for the school year.

Specifically for the Higher Education competition, the following are qualified:

4. College/university teachers with research or extension assignments and other administrative duties, provided they carry an actual teaching load of at least 50% of the total load/contact hours required by the school for the school year.
5. College/university teachers with a full teaching load/contact hours in the graduate school level during the nomination period.

<p style="text-align: center;">Evaluation of nomination forms by the Preliminary Boards of Judges (PBJ)</p>	<p>The PBJ for each competition determines the Provincial Finalists who will qualify for the second round and be asked to submit supporting documents.</p> <ul style="list-style-type: none"> ◆ The PBJ evaluates the nomination forms based on agreed criteria. ◆ Based on a cut-off score set by the PBJ, the Judges determine the Provincial Finalists, who shall be asked to submit supporting documents. ◆ Winners of other searches conducted by reputable organizations for outstanding teachers at the city / provincial / regional / national / international levels are deemed Automatic Provincial Finalists, provided they meet the basic eligibility requirements of tenure, performance and teaching load, and passed levels of screening. The Judges will make final decision on whether or not the nominees will be considered Automatic Provincial Finalists. Awards to be considered are only those at the level a particular nominee is being nominated. Moreover, nominees must also go through the usual nomination process and submit the duly-accomplished nomination forms and required attachments on or before the deadline. ◆ Past Regional Finalists and National Finalists of the Search, who meet the basic eligibility requirements and have shown sustained good moral standing in the community, are deemed Automatic Provincial Finalists.
<p style="text-align: center;">Submission of supporting documents</p>	<p>Provincial Finalists submit supporting documents.</p> <ul style="list-style-type: none"> ◆ Provincial Finalists should send only certified true copies of original documents. MBFI will not be responsible for original documents lost in transit or in the course of the Search. ◆ Supporting documents should be submitted to the nearest Metrobank Branch or to the Metrobank Foundation Office on or before April 22, 2013. ◆ Failure to submit the supporting documents is ground for automatic disqualification.
<p style="text-align: center;">Evaluation of supporting documents by the PBJ</p>	<p>The PBJ for each level determines the Regional Finalists.</p> <ul style="list-style-type: none"> ◆ The PBJ for each competition evaluates the supporting documents based on agreed criteria. ◆ Regional Finalists are then determined, based on a cut-off score set by the PBJ.

<p>Accomplishment of the Nomination Form</p>	<p>Eligible nominees accomplish the nomination form and submit to the Metrobank Foundation or nearest Metrobank Branch.</p> <ul style="list-style-type: none"> ◆ The accomplished nomination form together with the other required attachments should be sent on or before February 28, 2013. Nomination form sent through courier must be postmarked on this date also. The nominee must submit the original copy of the form together with 1x1 colored photo. It is also advised to keep a copy of the nomination form, for reference. ◆ The following are the required attachments: <ul style="list-style-type: none"> a) recommendation letter of the school head; b) certified true copy of the daily or weekly teaching schedule/ program for the current school year including the administrative duties and other assignments being handled by the nominee, if any <ul style="list-style-type: none"> • for elementary and high school levels, the Teacher’s Program should include certification on the no. of hours per week; • for the higher education level, include a certification on the total no. of unit loads for the whole academic year; c) certification of performance evaluation ratings obtained for the past 5 years (do not attach copies of the actual performance evaluation forms); d) certification of city / division / provincial / regional/ national/ international award/s received by the nominee (those related only to awards for teachers); e) certified true copy of valid PRC Teacher’s License and Professional I.D. or pertinent license for tertiary courses where a professional license is required; f) short report on case/s filed against the nominee, if any ◆ As stated in the nomination form, the nominee must also express his or her commitment that should he/she win in the Search, he/she will stay and continue to teach in the Philippines for three years after winning.
<p>Evaluation of nomination forms by the Secretariat</p>	<p>The Search Secretariat checks the completeness of the required attachments and determines the prospective Provincial Finalists.</p> <ul style="list-style-type: none"> ◆ The Secretariat evaluates the nomination forms and determines if the documents submitted are complete. ◆ The Secretariat recommends automatic Provincial Finalists, for confirmation by the Judges.

WHO ARE NOT QUALIFIED?

1. Persons holding the following academic positions, either at the time of nomination or promoted on or before the SOT final judging, are automatically disqualified even if they have teaching loads: school presidents, chancellors, vice-chancellors, school owners, vice-presidents, assistant vice-presidents, supervisors, and principals.
2. Previous awardees and previous nominees who have been National Finalists twice and Regional Finalists thrice (regardless of the years they joined).
3. Spouses and first-degree relatives of officers and employees of the Metrobank Foundation.
4. Teachers, who have been suspended or have been sanctioned for violation of administrative policies, rules and regulations.

WHO CAN NOMINATE?

5. Principals, Head Teachers or Presidents of colleges/universities or Chancellors of autonomous campuses, are the only ones authorized to nominate teachers to the Search.
6. Official nominees in the Elementary, Secondary and Higher Education competitions of satellite campuses of private colleges and universities and state universities and colleges (SUCs), which are not autonomous, may be endorsed by the Campus Directors or Executive Directors, but the Presidents are still the official nominators.
7. For DepEd schools without principals, the Teacher-in-Charge can nominate, but the Division Superintendent concerned must endorse the nomination.
8. If the nominee is the Head Teacher or Teacher-in-Charge, any of the Division/District Supervisors can endorse the nomination to the Division Superintendents who are the official nominators.

CRITERIA FOR EVALUATION

1. **Personal Qualities and Character**
 - A. Model of morality and integrity both in public and private life
 - B. Good human relations in the school and in the community

2. Instructional Competence and Teaching Effectiveness

- A. Demonstrated competence in teaching, as evidenced by the high performance evaluation & rank obtained as a teacher/instructor/professor
- B. Instructional materials produced and used for the improvement of teaching in the last 10 years
- C. Research outputs in the last 10 years
- D. Original creative outputs in the last 10 years
- E. Original, innovative teaching approaches/strategies/practices in the last 10 years
- F. Co-curricular involvement in the last 10 years
- G. Educational attainment and professional advancement

3. Professional and Community Involvement

- A. Participation in training programs
- B. Leadership in professional organizations related to teaching
- C. Participation in community and civic movements
- D. Professional/community service awards

WHERE TO GET THE BASIC INFORMATION SHEET?

Joining the Search is made even easier! Candidates just need to accomplish a 2-page **Basic Information Sheet (BIS)** with no attachments required yet. This form is now available at the Metrobank Foundation, Inc., all Metrobank Branches, and the division/regional offices of the Department of Education (DepEd) and the Commission on Higher Education (CHED). This can also be accessed or downloaded from the MBFI website at www.mbfoundation.org.ph.

PRIZES

Each awardee will receive a **P350,000** cash prize. The awardee will also receive a medal and a trophy, and the school, a plaque of recognition. National Finalists and Regional Finalists will receive P20,000 and P10,000 cash incentive, respectively, and certificates of recognition.

Good News! DepEd Divisions which produce at least 10 ELIGIBLE nominees will receive corporate gifts as token of appreciation from the Foundation.

BREAKDOWN OF AWARDS

There will be ten (10) awards. The Final Board of Judges may elect not to give out all awards if the candidates fall short of the standards set by the Board. The decision of the Board of Judges is final. The Board reserves the right to withdraw any award at any time, when warranted.

THE SEARCH PROCESS

<p style="text-align: center;">Nomination</p>	<p>The school selects its official nominee/s.</p> <ul style="list-style-type: none"> ◆ Elementary schools are entitled to nominate 2 teachers, one each for the primary (Kinder-Grade 3) and intermediate (Grades 4-6) levels, while schools are entitled to nominate only one teacher each for the secondary and higher education competitions. <ul style="list-style-type: none"> • <u>Satellite campuses of private colleges and universities and state universities and colleges (SUCs), whether autonomous or not, are entitled to nominate candidates per competition.</u> ◆ Joining the Search is easy. Candidates just need to accomplish a 2-page Basic Information Sheet to join the Search. ◆ The Basic Information Sheet must be officially endorsed and signed by the school head (e.g. University President or Chancellor for the higher education competition and the Principal for the elementary and secondary competitions).
<p style="text-align: center;">Accomplishment of the 2-page Basic Information Sheet</p>	<p>The school's nominee/s accomplish/es the Basic Information Sheet (BIS), have this/these signed by the school head, and submit/s it to the Metrobank Foundation or nearest Metrobank Branch.</p> <ul style="list-style-type: none"> ◆ The accomplished BIS should be sent on or before February 8, 2013. BIS sent through courier must be postmarked on or before this date also. ◆ BIS may also be sent through e-mail at mbfi.sot@gmail.com / aareyes@metrobank.com.ph on or before February 8, 2013. When qualified however, the nominee must still submit the duly-signed original form to the Metrobank Foundation or nearest Metrobank branch on or before this date also.
<p style="text-align: center;">Evaluation of Basic Information Sheet by the Secretariat</p>	<p>The Search Secretariat determines the eligibility of nominees based on the accomplished BIS.</p> <ul style="list-style-type: none"> ◆ The Secretariat evaluates the BIS based on the eligibility criteria ◆ Eligible nominees will be notified and asked to accomplish and submit official nomination form.