



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. 118, S. 2013

To: **All Education Program Supervisors (EPS I)**
Public Schools District Supervisors
Public Elementary and Secondary School Heads
Heads of Units
Teachers
All Division Employees Concerned

From: **ESTELA LEON-CARIÑO, CESO V**
Schools Division Superintendent

Subject: **SEARCH FOR THE BEST PERFORMING SCHOOL**
(Elementary Level and Secondary Level)

Date: **August 23, 2013**

1. Record shows that the elementary school learners NAT is low and fluctuating and although the secondary school learners improved, the performance in both levels of education is below the quality standard of 75% mastery level.
2. Hence, a project to conduct a search for the best performing elementary and secondary school is initiated at the Division Level.
3. Specifically, the objectives for the Search is to:
 - 3.1. increase the National Achievement Test, Grade Point Average, and behavioral competence of learners;
 - 3.2. improve school environmental factors; and
 - 3.3. provide rewards/incentives to high performing schools.
4. Enclosed are the criteria for the Search, List of Technical Working Group, and expected prizes for the winners.
5. Immediate and widest dissemination of this Memorandum is enjoined.

PRIZES:

Elementary (in pesos)

First: 110,000.00

Second: 85,000.00

Third: 67,500.00

Fourth: 50,000.00

Fifth: 25,000.00

Secondary:

First: 110,000.00

Second: 85,000.00

Third: 67,500.00

To be awarded, the schools shall have the following total points derived from the criteria:

First: from 90 – 100 percent (pts.)

Second: from 80 – 89 percent (pts)

Third: 70 – 79 percent (pts.)

Fourth: (for elementary only: 60 – 69 percent (pts.)

Fifth: (for elementary only): 50 – 59 percent(pts.)

The proposed Search Committee Members are the following:

1. Elsie Elizabeth C. Fontanos, MD : In-charge of judging the criteria on clinic, waste management, cleanliness of surroundings, especially comfort rooms, presence of school canteen and compliance to selling of non-junk foods, and health condition of learners and school personnel.
2. Renaldo D. Umayat: In-charge of judging Gulayan Sa Paaralan and cleanliness of school surroundings.
3. Juliet C. Sannad, Ed.D. and Roberto Gonzales: In-charge of judging NAT and other performance key indicators.
4. Brenda Badongen and Atty Augustin P. Laban III: In-charge of judging MOOE liquidation, appropriateness of MOOE liquidation, presence of transparency boards, etc.
5. Federico P. Martin, Ed.D. and Lilian S. Pagulongan, Ed.D.: In-charge of judging the school library and winning in division, regional, national, and international co-curricular competitions;
6. Mr. Arthur Tiongán: In-charge of stakeholders/PTA participation

The Search Committee is chaired by the Schools Division Superintendent and Co-chaired by the Asst. Schools Division Superintendent.

I. CRITERIA FOR THE SEARCH

A. Performance Key Indicators

- a. NAT Result (latest): 20 pts
- b. Drop-out Rate: 10 pts

B. Fund/MOOE Utilization (10 pts)

1. Submission of liquidation reports (5 pts)
2. Presence of Transparency board (5 pts)

C. School Environmental Factors (30 pts)

1. Functional Library(3 pts), clinic (2pts), and guidance(2 pts)
2. Waste Management (10 pts)
3. Cleanliness of surroundings, especially comfort rooms (5 pts)
4. Presence of school canteen and compliance to selling of non-junk foods (5 pts)
5. Implementation of Gulayan sa Paaralan (3 pts)

D. Personnel Factors (10 pts)

1. School Discipline of learners, teachers, non-teaching personnel, school head/minimized bullying (5 pts)
2. Health condition of learners and personnel (5 pts)

E. Other Accomplishments (20 pts.)

1. Winning of learners in any co-curricular competition (5 pts):

- a. District : 1 pt
- b. Division Level: 2 pt
- c. Regional Level: 3 pts.
- d. National Level: 4 pts.
- e. International Level: 5 pts.

2. Participation of Stakeholders (15 pts):

2.1. Percentage of parents' attendance to significant PTA meetings(5 pts):

- a.1. At least 80% attendance of parents in at least 3 general assembly: 3 pts
- a.2. Less than 80 % : 2 pts

2.2. Number of significant General PTA/Homeroom PTA projects/programs/innovations implemented during the school year (10 pts.)

- 200 and above amount of significant PTA projects: 10 pts
- 100 and above amount of significant PTA projects: 7 pts
- 50 and above amount of significant PTA projects: 5 pts
- Below 50 amount of significant PTA projects: 2 pts.