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August 15, 2019

Schools Division Memorandum
No. 266 s.2019

TAN – OK (Tangible Awards Notable for Outstanding Key Result) 2019 SEARCH FOR THE BEST PERFORMING SCHOOLS, TEACHING AND NON-TEACHING PERSONNEL IN SDO ABRA

To: Public Schools District Supervisors
Heads of Public and Private Elementary and Secondary Schools
Public and Private Elementary and Secondary School Teachers and Non-teaching Personnel
Schools Division Office Personnel

1. Pursuant to Regional Memorandum No. 243, s. 2019 – 2019 Search for the Best Offices and Employees in the Department of Education – Cordillera Administrative Region and in support to SDO Abra PRAISE programs, projects and activities with the School Governance and Operations Division - Human Resource Development Section as the lead program implementer, this office announces the submission of entries to the **TAN -OK 2019 Search for the Best Performing Schools, School Heads, Teaching and Non-teaching Personnel in the Division.**
2. The program aims to:
 - a. recognize and reward outstanding achievements in the delivery of basic education;
 - b. encourage innovative and sustainable practices in education; and
 - c. promote quality performance and commitment to public service.
3. Districts and schools shall constitute their respective **Program on Awards and Incentives for Service Excellence (PRAISE) Committees** and conduct the search at their respective areas. The Public Schools District Supervisors shall serve as the District PRAISE chairperson, and the School Head, in the School PRAISE, respectively. **There shall only be ONE (1) district entry per category in the elementary level. The same shall apply in the secondary level, ONE (1) entry per category per school.**
Winners in the district level shall compete in the division level. Winners in the division level shall be the entries in the regional search.
4. Those who won at the division level but have not yet won at the regional level can join the search for a maximum of **three (3) times**, considering the amendments in the criteria.
5. All entries for the division search shall be evaluated/selected on the basis of the most significant innovations, initiatives and best practices that made a significant difference in improving access, efficiency, quality and governance in education for the period specified in the criteria for each category.

6. The following are the awards and number of annexes/pages of criteria, enclosed in the **Regional Memorandum 232, s. 2019**, which shall be used by the PRAISE committees (school, district, division) in assessing the contenders for the different search categories:

AWARDS	COVERAGE	ANNEXES/ENCLOSURES FOR THE CRITERIA
A. Work Commitment Award (Best Employee)	1. Supervisors	ANNEX II - B, pages 28-29
	2. Non-teaching Personnel Level 1 (SG 1 – 9)	ANNEX II – C, pages 30 - 31
	3. Non-teaching Personnel Level 2 (SG 10 – 23)	ANNEX II – C, pages 30 - 31
B. Mountain Mover Award (Best School)	4. Public Elementary Schools	ANNEX III – A, pages 33-34
	5. Public Junior HS only	ANNEX III – A, pages 33-34
	6. Public Junior HS with Senior HS	ANNEX III – A, pages 33-34
	7. Public Multi-grade Schools	ANNEX III – B, pages 35 - 36
	8. Private Elementary Schools	ANNEX III – C, pages 37 - 38
	9. Private Secondary Schools	ANNEX III – C, pages 37 - 38
C. Difference Maker Award (Best School Head)	10. Public Elementary School Heads	ANNEX III – D, pages 39 – 41
	11. Public Secondary School Heads	ANNEX III – D, pages 39 – 41
	12. Private Elementary School Heads	ANNEX III – E, pages 42 - 43
	13. Private Secondary School Heads	ANNEX III – E, pages 42 - 43
D. Mother Teresa Award (Best Teacher)	14. Public Elementary School Teachers	ANNEX III – F, pages 44 - 45
	15. Public Secondary School Teachers	ANNEX III – F, pages 44 - 45
	16. ALS Implementers	ANNEX III – G, pages 46 - 47
	17. Multi-grade Teachers	ANNEX III – H, pages 48 - 49
	18. Private Elementary School Teachers	ANNEX III – I, pages 50 - 51
	19. Private Secondary School Teachers	ANNEX III – I, pages 50 - 51


7. The awards and prizes of the winners in the different categories are as follows:

AWARDS/SEARCH CATEGORIES	COVERAGE	PRIZES
Work Commitment Award (Best Employee)	Supervisors Non-teaching Personnel Level 1 (SG 1 – 9) Non-teaching Personnel Level 2(SG 10 – 23)	Winners: 1. Plaque of Recognition 2. Php 5, 000.00 Finalists 1. Certificate of Recognition 2. Php 1, 000.00
Mountain Mover Award (Best School)	Public Elementary Schools Public Junior HS only Public Junior HS with Senior HS Public Multi-grade School Private Elementary Schools Private Secondary Schools	Winners: 1. Plaque of Recognition 2. Php 10, 000.00 Finalists 1. Certificate of Recognition 2. Php 2, 000.00
Difference Maker Award (Best School Head)	Public Elementary School Heads Public Secondary School Heads Private Elementary School Heads Private Secondary School Heads	Winners: 1. Plaque of Recognition 2. Php 5, 000.00 Finalists 1. Certificate of Recognition 2. Php 1, 000.00
Mother Teresa Award (Best Teacher)	Public Elementary School Teachers Public Secondary School Teachers ALS Implementers Multi-grade Teachers Private Elementary School Teachers Private Secondary School Teachers	Winners: 1. Plaque of Recognition 2. Php 5, 000.00 Finalists 1. Certificate of Recognition 2. Php 1, 000.00

8. Deadline for submission of division entries to the division PRAISE committee shall be on or before **September 27, 2019**. All entries should have complete documentation/MOVs as provided for in the attached guidelines/criteria. All documents should be properly tabbed and paginated.

9. This search is open to all public and private elementary and secondary schools and personnel regardless of gender, sexual orientation, civil status, religion, ethnicity, disability or political affiliation.

10. For immediate dissemination and compliance.


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