



February 27,-2017

DIVISION MEMORANDUM

No: 110 s. 2017

**SEARCH FOR DIVISION BEST PERFORMERS FOR SCHOOL YEAR 2016-2017**

TO: All Elementary and Secondary School Heads  
 Education Program Supervisors/Area Consultants  
 Non-Teaching Employees  
 Private Schools  
 All others concerned

1. In line with the mandate of the Civil Service Commission specifically on Program on Awards and Incentive for Service Excellence (PRAISE), this Division announces the conduct of a Search for Division Best Performers and adopts the herein program for implementation this School Year 2016-2017.
2. The said activity will be held on March 15, 2017 at the Bohol Cultural Center, Tagbilaran City.
3. The search includes the following category:
  - 3.1 School Category
    - Best Performing School Head (Elem. and Sec.)
    - Best Implementor on Food Security Program (Elem. and Sec.)
    - Best Performing PTA (Elem. and Sec.)
    - Best Performing SSG/SPG
    - Child-Friendly Classroom (Elem. and Sec.)
    - Most Functional Principal's Office (Elem and Sec)
  - 3.2 Teacher Category
    - Best Performing Kindergarten Teacher
    - Best Performing MT (Elem. and Sec.)
    - Grade 1 Zero Non Reader
  - 3.3 Non- Teaching Personnel Category
    - Employee of the Year
  - 3.4 Other awards
    - Best Implementer in PAPS Private Schools
4. The School Heads shall submit and endorse school contestant to the office of the Schools Division Superintendent on or before February 28, 2017. The school recommendees shall be validated by the Division Team of Evaluators/Search Committee from March 1-9,2017.
5. Previous winners will not be included in the search.
6. The Division Search Committee shall be composed of the following:
  - Mr. Marcelo K. Palispis - Overall Chairperson
  - Dr. Beatriz Luga - Co- Chair
  - Dr. Elisea Dela Torre - Co- Chair

Search	Chairperson	Members
Best Performing Elementary School Teacher/Elementary School Head	Dr. Elisea G. De La Torre/ John Ariel A. Lagura	Mrs. Erlinda Puangang Dr. Vida A. Encarquez
Best Performing Secondary School Teacher/ Secondary School Head		
Best Performing Elementary Master Teacher	Dr. Aimee Amistoso	Mrs. Beatriz Incog Dr. Janet Butalid
Best Performing Secondary Master Teacher		
Best Performing Kindergarten Teacher	Mrs. Erlinda O. Puangang	Dr. Beatriz C. Luga Mrs. Aurelia Clamonte

Grade 1 Zero Non Reader	Aurelia A. Clamonte	Ms. Emily Loquias Mrs. Elizabeth Escolano
Non Teaching (Employee of the Year)	Dr. Marcelo K. Palispis	Mr. Ruel Namocatcat Mrs. Liza Maquiling
Best Performing Supreme Pupil Government	Dr. Aquilino T. Milar Jr.	Mr. Alberto Lacang Mr. Artemio B. Alo
Best Performing Supreme Student Government		
Best Performing Parent-Teachers Association	Dr. Aquilino T. Milar Jr.	Mr. Joseph Barrete Mr. Jovenal Cagas
Child Friendly Classroom	Dr. Beatriz C. Luga	Engr. Junicel T. Mancha Mrs. Filomena C. Tanggaan
Most Functional Principal's Office (Elementary and Secondary)	Dr. Nenita J. Incog	Engr. Junicel T. Mancha Mrs. Filomena C. Tanggaan
Private School Implementor in PAPS	Mr. Jovena Cagas	Dr. Aquilino T. Milar Jr. Mr. Artemio B. Alo

7. The working Committees for the search:

Committees	Chairperson	Members
Program and Invitation	Dr. Elisea G. De La Torre/ Dr. BeatrizC. Luga	Mrs. Liza Maquiling Mrs. Elizabeth Escolano
Certificates /Awards	Mr. John Ariel A. Lagura	Mr. Jose Marinas III Engr. Louennie Indanao
Awarding	Marcelo K. Palispis	Dr. Beatriz Luga Dr. Elisea Dela Torre Mr. Ruel namocatcat
Program Host	Mr. Renato Pana and Ms.	Margelyn Canon
Invitation of Retirees	Alberto Lacang	Mrs. Joy Cutin Mrs. Helen Chatto Ms. Melany Buntag
Plaque of Retirees	Mrs. Neolita Sarabia / Dr. Janet Butalid	Dr. Vida A. Encarquez
Invitation of Private Schools	Mr. Jovenal Cagas	Mr. Artemio B. Alo Dr. Aquilino T. Milar Jr.
Finance and Venue	Mrs. Michelle Sagaral	Engr. Junicel Mancha Mrs. Rosalie Tambis Mrs. Erlinda Puagang Mrs. Jullie Redillas Ms. Fe rallo Accounting Division
Attendance and Registration	Mrs. Filomena Tanggaan	Mrs. Jennifer Sarigumba Ms. Antonette Oguis Ms. Joan Lao , , Ms. Jessa Catacutan By School
Decoration	Mr. Joseph Barrete	Mr. Paul Castro, Mr. Engelberto Requillo Mr. Bernie Taguisa DCPNHS
Aftercare	Mr. Lucio Epe	Mr. Eric Dospueblos, Mr. Hubert Karaan Mr. Ian Sumaylo
Usherettes	Dr. Aimee Amistoso/ Mrs. Elizabeth Escolano	Mrs. Beatriz Incog Ms. Emily Loquias ALS Selected Teachers .
Documentation	Engr. Jose Marinas	Ms. Emily Loquias Ms. Ritchel Sumampong
LCD/Multimedia	Mr. Genelou John Israel	Mr. Edgar Fernandez Mr. Alberto Tibod

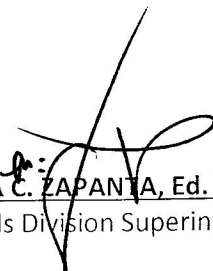
Food	Mrs. Erlinda Puagang	Ms. Margarita Tejano, Ms Maggie Pancho Ms. Monelle Ruiz, Ms. Maria , Ms Janet
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8. The period of the Search is from March 1-9,2017 to be conducted to schools indicated as follows:

Date	Schools
March 1, 2017 (Wednesday)	Manga ES, Manga NHS, Ubujan ES, Taloto ES
March 2, 2017 (Thursday)	Mansasa ES, Mansasa NHS, TCSHS, City East ES
March 6, 2017 (Monday)	TCCES, SSES, Bool ES, Dampas ES
March 7, 2017 (Tuesday)	San Isidro NHS, San Isidro ES, Tiptip ES, Cabawan ES
March 8, 2017 (Wednesday)	Booy ES, Booy South ES, Cogon NHSEC, Cogon ES
March 9, 2017 (Thursday)	DCPNHS, HI, Eastern Cogon ES, Dao ES

9. The Best Performers/awardees shall receive plaque of recognition on March 15, 2017. Details of the awarding ceremony will be announced later.( including contribution for snacks)

10. For information and guidance of all concerned.

  
VIRGINIA C. ZAPANTA, Ed. D, CESO V  
 Schools Division Superintendent