



Republic of the Philippines
Department of Education
National Capital Region
DIVISION OF CITY SCHOOLS

Tel. no. 533-60-85 Fax. no. 532-71-17
E-Mail Address: depedmandaluyong@gmail.com
Official Website: depedmandaluyong.wordpress.com



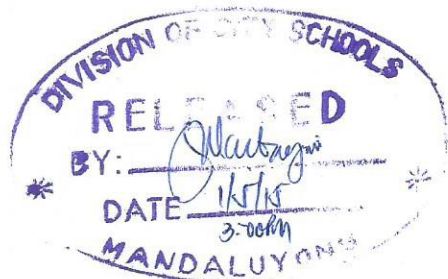
MEMORANDUM

TO: Education Program Supervisors/District Supervisor
Principals, Public and Private Elementary and Secondary Schools

Subject: **2015 SEARCH FOR OUTSTANDING TEACHERS (SOT)
METROBANK FOUNDATION OUTSTANDING FILIPINOS**

Date: January 5, 2015

1. The Metrobank Foundation Search for Outstanding Teachers is undertaken annually by the Metrobank Foundation, in partnership with the Department of Education (DepEd) and the Commission on Higher Education (CHED), to give honor and recognition for the outstanding achievement of teachers and the principals and school heads for producing an outstanding teacher, thus promoting a culture of excellence in the field of education.
2. School heads are encouraged to discover and nominate potential teachers to the Search secretariat.
3. Attached are the 2015 SOT Basic Information Sheet and flyer for the Metrobank Foundation Outstanding Filipinos – 2015 Search for Outstanding Teachers (SOT).
4. Wide dissemination of this **Memorandum** is desired




NERISSA L. LOSARIA, CESO VI
Officer-In-Charge
Office of the Schools Division Superintendent

Metrobank Foundation, Inc.
President

Aniceto M. Sobrepeña

Aniceto M. Sobrepeña

We are counting on your support.

First is the honor and the national recognition that the school produces an outstanding teacher, and to the school head who discovers and nominates one of the winners. Second is the opportunity to receive our financial support for faculty development projects for the Awardee's school. Lastly, principals and school heads of eligible nominees shall be given certificates of recognition. The greatest reward, of course, is our shared success in promoting a culture of excellence in the field of education in our country.

What is at stake for the nominators in this Search?

Outstanding Teachers.

By helping us discover these gems in the teaching profession, together we pay tribute to them through this annual Search for

Outstanding teachers are like the biblical treasure hidden in the field. At a time when our nation is looking for inspiration, I invite you to join hands with us in the search for this treasure: the men and women dedicated to the most honorable profession of raising our country's future generations.

To our beloved Principals and Heads of Schools:

AN INVITATION

www.metrobankfoundation.org.ph

YouTube www.youtube.com/MetroBankFoundation

@MBFPHilips

Search for Outstanding Teachers

www.facebook.com/mbf.sot

Emails: dyan.tee@metrobank.com.ph; mbf.sot@gmail.com

Cell phone No.: (0922) 804-3102

Tel. Nos.: (02) 857-0618; 898-8898 • Fax: (02) 818-5656; 750-0837

4/f Metrobank Plaza, Sen. Gil Puyat Ave., Makati City 1200

METROBANK FOUNDATION, INC.

The FLAME, the
light of knowledge,
nurtured in time
and tempered in
spirit by the LOTUS,
a manifestation of
purity from which
springs the true
essence of being.



It is only fitting that tribute be given to the mentor who lighted the way.

and to do good towards others.

When yesterday's dreams become today's reality and yesterday's determination becomes today's success, a nation is inspired to excel

reality.

and enhances the dream with knowledge. It is the teacher's unending faith in the dreamer that a dream grows to become a

Through fine example of fiery determination, the teacher cultivates

enthusiasm.

The teacher nurtures the dream with encouragement and

that welcomes every talent, every skill, every ideal of the dreamer.

The teacher helps plant the seed of the dream with a vision of a future

Empowering dreams for an inspired nation.

Behind every success is a teacher!

METROBANK FOUNDATION OUTSTANDING FILIPINOS

2015

SOT

SEARCH FOR OUTSTANDING TEACHERS

Empowering Dreams for an Inspired Nation

Now on its 31st year, the Metrobank Foundation Search for Outstanding Teachers (SOT) promotes a culture of excellence in the teaching profession by recognizing the country's top educators as exemplars not only to their peers but to other members of the community as well.





Dr. Matrose Galarion
2014 Search for Outstanding
Teacher Awardee

THE SEARCH

The Metrobank Foundation Search for Outstanding Teachers bestows honor upon the teaching profession by according special recognition to teachers. They are our educators who manifest profound commitment to the development of the youth through exemplary competence, remarkable dedication to their work, and effective educational leadership. It distinguishes teachers who have made a significant contribution to national development by raising the quality of education through their 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 by giving recognition to the outstanding qualities, achievements and contributions of teachers to national development, countless other teachers all over the country may be inspired 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.

THE QUALIFICATIONS

General Requirements:

The Search is open to teachers who are Filipino citizens teaching in the elementary, secondary or higher education levels including those in the alternative learning system, with full-time or permanent appointment and with full-load.

Nominees should 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. Nominees must be teachers with required and valid government teaching license.

Average performance ratings for the last five (5) years should at least be "Very Satisfactory" 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.

In the elementary competition, schools are entitled to nominate two teachers, one each from the primary (Kinder to grade 3) and intermediate (grade 4 to grade 6) while schools are entitled to nominate only one teacher each for the secondary and higher education competitions. Satellite campuses of private and state universities and colleges (SUCs) whether autonomous or not, are entitled to nominate candidates per competition.

Specific Requirements:

The following are also qualified to join, provided specific requirements are met:

1. Kindergarten teachers, provided that the kindergarten level is part of an integrated curriculum or part of an elementary school system.
2. 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.

For the Higher Education category, 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.

THE CRITERIA

1. Personal qualities and character
2. Instructional competence and teaching effectiveness
3. Professional and community involvement

THE PRIZE

Each awardee will receive **Php 500,000.00** as cash prize, part of which goes to the faculty development program of his/her school. The awardee will also receive a medal and a trophy. The school receives a plaque of recognition. National Finalists and Regional Finalists will receive P20,000 and P10,000 cash prize, respectively. Finalists and nominators of awardees will receive certificates of recognition.

GOOD NEWS!

- It's easy to join. Teacher nominees just need to accomplish a 2-page Basic Information Sheet available online at our Facebook page or email at mbfi.sot@gmail.com. **NO ATTACHMENT IS REQUIRED.**
- Winners of other Searches conducted by reputable organizations for outstanding teachers at the regional/national/international levels are deemed Automatic Provincial Finalists, provided they meet the basic eligibility requirements of tenure, performance and teaching load, and have passed levels of screening. The Judges will make the final decision on whether or not the nominees will be considered **Automatic Provincial Finalists**.
- Past Regional Finalists and National Finalists of the SOT, who meet the basic eligibility requirements and have shown sustained good moral standing in the community, are deemed **Automatic Provincial Finalists**.

Important Dates to Remember:

- **January 27, 2015** - Submission of Basic Information Sheet to the nearest Metrobank branch.
- **February 21, 2015** - Submission of Nomination Form to the Search Secretariat for Eligible Nominees.

2015
SOT

SEARCH FOR OUTSTANDING TEACHERS

BASIC INFORMATION SHEET

INSTRUCTIONS:

1. To fill-up an online form visit our Facebook page or send us a message at mbfi.sot@gmail.com
2. Please fill out this form completely. Use black ink and print legibly or encode in the computer.
3. Submit hardcopy to the Metrobank Foundation, Inc. through your nearest Metrobank Branch or via email on or before **January 27, 2015.**

RECEIVED

By: _____

Secretariat Evaluation:

☐ Eligible
☐ Not Eligible

This is a two (2) page hardcopy form. Kindly continue and complete until the back portion.

PERSONAL INFORMATION

Full Name (MR./MS./MRS./DR.): _____

(please encircle appropriate title)

Surname

Given Name

Middle Name

Home Address: _____

Residence No.

Street

District/Town/Barangay

City/Province

Zip Code

Nickname:	Name of Spouse: (If any)	No. of Children: (If any)	Civil Status:
Date of Birth:	Place of Birth:	Age:	Gender:
Personal E-mail Address:	Residence Tel. No.: (Area Code + Tel. No.)	Mobile No.:	Religion:

Current School Affiliation: _____

Address: _____

Region where school is located: _____

Nominee's Direct Contact No. in School: _____

(Area Code + Telephone No.)

E-mail Address: _____

Type of school where nominee is presently teaching:

☐ Public☐ Private

Environment of school where nominee is presently teaching:

☐ Rural☐ Urban

Competition joining in:

☐ Elementary☐ Secondary☐ Higher Education

Grade/Year Level Being Handled (e.g. Grade III; 4th Year High School; Undergraduate and/or Graduate) _____

Specific/Major Field of Specialization (List only one) _____

For Elementary and Secondary Nominees: In case qualified for the Semi-Final Judging, specify subject and grade / year level that you would like to teach in the teaching demonstration (List only one) _____

I. APPLICANT'S QUALIFICATIONS

Status of Employment:	☐ Permanent	☐ Casual / Contractual / Not part of the School's Regular Plantilla
Appointment:	☐ Full-time	☐ Part-time
Teaching Load:	☐ Full-Load with administrative duty/ies ☐ Full-Load with NO administrative duty/ies	☐ NOT full-Load but with administrative duty/ies ☐ NOT full-Load and with NO administrative duty/ies
		Details of Loads: * a) School's definition of full load: _____ b) Actual Teaching load (current SY/Sem): _____ c) Actual Administrative load (if any): _____ Administrative duty/ies if any: _____

* Note: ☐ For Elementary and Secondary: indicate no. of hours per week☐ For Higher Education: indicate no. of unit loads or no. of contact hours during the current school year including summer class of previous school year

Teaching Experience:	☐ 10 years or more ☐ below 10 years	No. of yrs. as a teacher: _____ Years of actual teaching: _____ Mo. & Yr. Started: _____
Performance Rating:	☐ Average in the last 5 years is <u>Very Satisfactory</u> with <u>NO Poor</u> rating in a given year ☐ Average in the last 5 years is <u>Very Satisfactory</u> with a <u>Poor</u> rating/s in _____ (specify year/s)	
Degrees Earned:	• For Elementary & Secondary, at least Bachelor's Degree • For Higher Education, at least Master's Degree ☐ Yes ☐ No	Highest Educational Attainment: _____
Past SOT Regional Finalist (RF) or National Finalist (NF):	Nominee has been a National Finalist twice or Regional Finalist thrice in this Search ☐ Yes ☐ No	Specify years you have been a Regional/National Finalist in the Search: _____
PRC License:	Holder of valid PRC Teacher's License and Professional I.D. or pertinent license for tertiary courses where a professional license is required ☐ Yes ☐ No	PRC I.D. No: _____ Expiration date: _____
Have you been CONVICTED of any of the following offense?	☐ Criminal ☐ Civil ☐ Administrative _____ Yes _____ No	Have you been CHARGED of any of the following offense? ☐ Criminal ☐ Civil ☐ Administrative _____ Yes _____ No
Status: ☐ Case Dismissed ☐ In progress	Status: ☐ Case Dismissed ☐ In progress	

Important: Should a case have been filed against you even if it was dismissed or amicably settled, please indicate them by checking the appropriate box above. The Foundation shall validate this later and failure to disclose will be a ground for **DISQUALIFICATION**. Please give details in a separate sheet of paper. (should be formal document w/ signature)

II. CERTIFICATION BY THE NOMINEE (to be filled out by the nominee)

I. CERTIFICATION BY THE NOMINEE (to be filled out by the nominee)

This is to certify that I voluntarily submit myself to the rules of the Search. I agree to submit the accomplished nomination form should I be eligible to proceed to the next phase of the Search.

I also certify that I am physically fit to undergo the evaluation process of the Search. In this regard, I hereby exempt, discharge, release and free Metrobank and Metrobank Foundation, their directors/trustees, officers and staff, and the judges from any claim or liability arising from my participation in the Search.

I hereby certify to the best of my knowledge that all the information contained in this form is true and correct. I am aware that any willful misrepresentation of facts stated herein can be used as basis for my disqualification.

SIGNED THIS DAY OF _____ at _____
Date Place

PRINTED NAME AND SIGNATURE OF NOMINEE

III. CERTIFICATION BY THE NOMINATOR (to be filled out by the nominator only)

This is to certify that _____, who holds the position of _____
(Name of Nominee) (Present Position & Rank)
is a ☐ full-time or permanent ☐ part-time faculty of this school. He/She is concurrently serving as _____
(Administrative Position, if applicable)
The nominee has a total teaching load of _____. The school's definition of full load is _____
▪ For Elementary and Secondary: indicate no. of hours per week
▪ For Higher Education: no. of unit loads or no. of contact hours during the current school year including summer class of previous school year

I ALSO CERTIFY THAT _____ IS THE OFFICIAL NOMINEE OF THIS SCHOOL FOR
(Name of Nominee)
THE _____ COMPETITION, AND THAT ANYBODY NOMINATED ASIDE FROM HIM/HER WILL
(Elementary/Secondary/Higher Education)
AUTOMATICALLY BE DISQUALIFIED.*

TITLE / PRINTED NAME / SIGNATURE

DATE SIGNED

POSITION/DESIGNATION

Note:

- * Principals, Head Teachers or Presidents of colleges/universities or Chancellors of autonomous campuses, are the only ones authorized to nominate teachers to the Search.
- * Elementary schools are allowed to nominate 2 candidates, one each for the primary (Kinder-Grade 3) and intermediate (Grades 4-6).

FOR STATISTICAL PURPOSES ONLY (to be filled out by the Search nominee)

1. Where did you learn about the Search for Outstanding Teachers? (Check as many as applicable)		
☐ Metrobank branch	☐ Information Campaign	☐ SOT Poster / Flyer / Streamer
☐ DepEd / CHED office	☐ Invitation letter from the Foundation	☐ Educational organization [_____]
☐ School Head	☐ Print / Radio / TV Announcements	☐ SOT Past Winner:
☐ SOT Facebook / Fanpage	☐ Metrobank Foundation Website	☐ Others: _____
2. Who encouraged you to join the Search and/or endorsed your nomination to your school head? Please indicate name and relation/designation/affiliation (i.e. principal, co-teacher, student, etc.)		

IMPORTANT: Fill out the form completely and send it to the nearest Metrobank branch or directly to the Metrobank Foundation office at the address below. **Complete and accurate information will facilitate assessment of the nominee's credentials. DO NOT SEND THE NOMINATION FORM AND SUPPORTING DOCUMENTS YET.** Eligible nominees will be informed and asked to submit the official nomination form. **Soft copy of this Basic Eligibility Sheet can be requested from the email addresses below.**

WRITE US:

c/o Metrobank Foundation, Inc., 4th Floor,
Metrobank Plaza, Sen. Gil Puyat Avenue,
Makati City, Philippines 1200

CALL US:

(02) 898-8898 or 857-0618
Telefax no. (02) 818-5656 or 750-0837

EMAIL US:

dyan.tee@metrobank.com.ph or
mbfi.sot@gmail.com

LIKE US:

www.facebook.com/mbfi.sot
www.mbfi.foundation.org.ph



www.mbfi.foundation.org.ph

REPRODUCTION/PHOTOCOPYING OF THIS FORM IS AUTHORIZED

You may fill an online form thru mbfi.sot@gmail.com or download at <http://www.mbfi.foundation.org.ph>