



Republic of the Philippines
Department of Education
Region VI-Western Visayas
SCHOOLS DIVISION OF CAPIZ

September 27, 2022

DIVISION MEMORANDUM

NO 373, s. 2022

CONDUCT OF DISTRICT EDUCATIONAL INNOVATION SHOWDOWN

To: OIC, Office of the Asst. Schools Division Superintendent
Chief Education Supervisors
Curriculum Implementation Division
School Governance and Operations Division
Education Program Supervisors
Public Schools District Supervisors
Heads of Public Elementary, Secondary and
Integrated Schools
District Innovation Focal Persons

1. In response to the mandate of the regional mantra which underscores that every child is a champion, this office is institutionalizing the implementation of educational innovations in division.
2. Anent this, all districts are directed to conduct the **District Educational Innovation Showdown on October 1 to 31, 2022.**
3. This activity aims to:
 - a. promote a culture of excellence in this division; and
 - b. showcase the best practices to recognize the exemplary performance of innovators in schools and districts.
4. Correspondingly, it will improve the innovative implementation of basic education services in the five categories namely: Curriculum and Instruction; Policy, Planning, Research and Governance; Learning Environment; Human Resource Development and Alternative Learning System (ALS), Special Education (SpEd), Indigenous Peoples Education (IPEd), and Farm Schools as special programs across governance levels.
5. To achieve the objectives of this worthwhile activity, **the attached revised guidelines should be strictly followed.** (Please see the enclosure).
6. Expenses relative to the conduct of this activity shall be charged against the school MOOE funds, subject to usual accounting and auditing rules and regulations.
7. It is expected that in the conduct of this activity, all involved must adhere to the minimum health and safety protocols set by the Inter-Agency Task Force (IATF)




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- on the management of emerging infectious diseases and the Department of Health (DOH).
8. Immediate dissemination of and in compliance with this memorandum are desired.


MIGUEL MAC D. APOSIN EdD, CESO V
Schools Division Superintendent



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Enclosure to Regional Memorandum No. _____, s. 2022

**REVISED GUIDELINES IN THE INSTITUTIONALIZATION
OF THE EDUCATIONAL INNOVATION IN
REGION VI-WESTERN VISAYAS**

I. Rationale

The Universal Declaration of Human Rights (1948) stipulates that “Everyone has the right to education.” It is also supported by the International Covenant on Economic, Social and Cultural Rights (1966), the Convention on the Elimination of Discrimination Against Women (1979), and the Convention on the Rights of the Child (1989), later on Education For All (EFA) goals were adopted for the attainment of the Millennium Development Goals. Education for All (EFA) is initiated to benefit every citizen in every society for education. Specifically, EFA would expand and improve comprehensive early childhood care and education, especially for the most vulnerable and disadvantaged children; ensure that by 2015 all children, particularly girls, those in difficult circumstances, and those belonging to ethnic minorities, have access to and complete, free, and compulsory primary education of good quality; ensure that the learning needs of all young people and adults are met through equitable access to appropriate learning and life-skills programs; and finally, improve all aspects of the quality of education and ensure the excellence of all so that recognized and measurable learning outcomes are achieved by all, especially in literacy, numeracy and essential life skills.

Recently, DepEd launched Sulong EduKalidad as a mechanism in achieving quality in basic education. This will respond to the rapidly changing learning environment of present and future learners and will introduce aggressive reforms to globalize the quality of basic education in the Philippines through its four key reform areas: (1) K to 12 Curriculum review and update; (2) Improvement of the learning environment (3) Teachers’ upskilling and reskilling; and (4) Engagement of stakeholders for support and collaboration. Hence, anchored to the above underpinnings, the Office has crafted the 2022-2028 Regional Education Development Plan and initiated the development of the regional mantra focusing on championing every learner in the region especially the ALS, SPED, and IPED learners.

To realize the desired outcomes of the regional mantra, all governance levels shall work together toward the achievement of the proposed action plan. All personnel and stakeholders shall contribute meaningfully to the implementation of the programs and projects that are built through gains of strategic planning and visioning. In the implementation of the assumed program deliverables the schools and offices shall undertake various innovations that may be derived from research outputs, monitoring and evaluation results, and consultations. These innovations, in the form of products, services, or processes, will provide better opportunities and are crucial for the learning development as well as optimizing school operations. Innovations can help solve educational





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Farm School Implementer	Teaching, Teaching-related, and Non-teaching personnel <i>(maximum of three innovators per innovation)</i>
Regional Office Personnel	Permanent personnel in the functional divisions and units <i>(maximum of three innovators per innovation)</i>

2. Educational Innovation Category

Innovation paper submitted shall be qualified for the Educational Innovation selection if it falls under any of the following categories:

Categories	Specific Areas
Curriculum and Instruction Delivery	Contextualization, Assessment, Learning Materials, Learning Modalities
Policy, Planning, Research, & Governance	Data Management, Monitoring & Evaluation, Research, Policy Implementation, Financial & Resources Management, Program Management, School Administration and Leadership
Learning Environment Improvement	Learning Facilities, ICT, Stakeholders Engagement & Partnership, DRRM, Child Protection, GAD, Health & Sanitation, Inclusiveness, Learning Resources
Human Resource Development	Hiring Process, Career Development, Welfare, Performance Assessment, Recognition, Training Programs
ALS, SPED, & IPEd Programs	Instruction, Curriculum, Assessment, Social Welfare, Access to Education, Cultural Preservation, Skills Empowerment, Values Formation, Community Involvement
Farm Schools <i>(for farms school implementers only)</i>	Agri-fishery sustainability, community development, related-career skills development, entrepreneurial skills development, poverty reduction, curriculum contextualization, learning materials development, partnership and linkages, monitoring and evaluation, product development

3. Evaluation Committee per Governance Level

Each governance level shall organize an evaluation committee to appraise the qualified innovation paper. The number of committee members shall be decided at the governance level in compliance to the following composition of evaluators:





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District Level	Division Level	Regional Level
PSDS	SDS/ASDS/s	RD/ARD
School Heads	SGOD Chief/Personnel	Selected Chiefs
PTA Representative	CID Chief/Personnel	Selected EPSs
External Evaluator	LGU/External Evaluator/s	External Evaluator/s
Designated Innovation Focal Person	Designated Innovation Focal Person	Designated Innovation Focal Person

4. Evaluation Criteria

Indicators	Standard Rating Description	Weight	Score
A. Innovation	<i>Exhibits the following features:</i>	85%	
<i>Significance</i>	Provides valuable impact to learners, personnel, stakeholders, and educational system or processes Promotes access, equity, quality, resiliency and well-being and support governance in the basic education	15%	
<i>Quality</i>	Materials used, products, services, and processes meet maximum standards Safe, flexible, replicable, and eco-friendly	15%	
<i>Practicality</i>	Addresses the perceived issues or problems in the educational context Responds to the emerging educational needs	15%	
<i>Optimality</i>	Maximizes school/office resources Promotes productivity Create efficiency in school/office operation	10%	
<i>Usability</i>	User-friendly or easy to manage/use	10%	
<i>Relevance</i>	Relevant or contributory to the attainment of the Department's Vision, Mission, and Goals and Regional Mantra	10%	
<i>Sustainability</i>	Delivers long-term social environmental, and economic benefits to the learning institution and community Involves stakeholders and potential partners	10%	





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B. Innovation Presentation	<i>Exhibits the following features:</i>	10%	
	The presenter is highly confident, with excellent communication skills, and knowledgeable of the innovation	5%	
	Presentation material is comprehensive, substantial, and has creative graphical presentation	5%	
C. Innovation Paper	<i>Exhibits the following features:</i>	5%	
	Adherent to the prescribed format	1%	
	Technically and grammatically correct	2%	
	Comprehensive and substantial	2%	
Overall Score		100%	

5. Selection of Winning Innovation per Governance Level

District Level	Division Level	Regional Level
<p>The participating innovator/s shall submit a duly signed innovation paper (<i>see format</i>) to the evaluation committee.</p> <p>The qualified innovation paper shall be presented during the innovation showdown.</p> <p>The innovation shall be judged using the attached criteria.</p> <p><i>Innovations from the Schools Division Office shall be selected within the Office and the winner per classification shall represent in the Division Level selection.</i></p> <p><i>In case there will be one qualified innovation in the Division Office, the innovation shall elevate in the Division Level selection.</i></p>	<p>The Top 5 winners per classification will be selected and awarded as:</p> <p>4th Runner-up 3rd Runner-Up 2nd Runner-Up 1st Runner-Up Champion District Innovator/s of the Year</p>	<p>The Division Champions per classification shall submit a duly signed innovation paper (<i>see format</i>) and 5-minute recorded power point presentation to the regional evaluation committee.</p> <p>The division champion papers, and recorded power point presentation shall be presented during the pre-innovation showdown.</p> <p>The innovation shall be judged using the attached criteria.</p>
<p>The Top 5 winners per classification will be selected and awarded as:</p> <p>4th Runner-up 3rd Runner-Up 2nd Runner-Up 1st Runner-Up Champion District Innovator/s of the Year</p>	<p>The Top 5 winners per classification will be selected and awarded as:</p> <p>4th Runner-up 3rd Runner-Up 2nd Runner-Up 1st Runner-Up Champion Division Innovator/s of the Year</p>	<p>The Top 5 innovation qualifiers per classification will be selected by the Regional Evaluation Committee for the Regional Innovation showdown.</p>





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<p>The champion innovator/s per classification shall represent the district in the division showdown.</p>	<p>The champion innovator/s per classification shall represent the division in the regional preselection level.</p>	<p>The Top 5 innovation winners shall prepare and submit a 5-minute video presentation using the template prescribed by the Regional Evaluation Committee.</p> <p>The Top 5 innovations per classification will be subjected to a 5-minute panel interview by selected judges prior to the regional innovation showdown and will be awarded during the Regional Innovation Showdown as:</p> <p>4th Runner-up 3rd Runner-Up 2nd Runner-Up 1st Runner-Up Champion (Regional Innovator/s of the Year)</p>
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6. Selection of Most Sustained Innovation

Each Schools Division Office shall select 1 winner for the most sustained innovation among the submitted innovations during the previous division showdown. The Means of Verifications (MOVs) of the most sustained innovation winner shall be submitted to the Regional Office for the regional level selection. The evaluation committee shall disseminate criteria for the selection of winner.

7. Educational Innovation Paper Outline

Name of Innovator/s:
Title of Innovation:
Classification:
Category:
School/Office, District, Division:
Inclusive Date of Implementation:





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B. Innovation Presentation	<i>Exhibits the following features:</i>	10%	
	The presenter is highly confident, with excellent communication skills, and knowledgeable of the innovation	5%	
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Overview

- states the perceived problems and the reasons/effects for solving those problems (may include literature and statistics)
- states how the innovation will resolve the problems stated
- states the relevance of the innovation to the Department's Vision, Missions, and Goals and Regional Mantra

Innovation Description

- Describes explicitly the innovation
- States how the innovation works
- May Include design/layout

Goal Statement

- States the goals and objectives to be achieved by the innovation

Implementation Procedure

- Conceptualization Activities-presents the Conceptualization, consultation, and validation activities
- Process Flow/Framework
- Project Management-discusses the management processes and the persons involved and their corresponding roles
- Timeline-outlines the duration of the implementation stages (pre- implementation, implementation stage, and post implementation)
- Resource Utilization-states the source of resources and the process of utilization in the making and managing the innovation
- Risks and Issues Management-identifies potential risks and issues encountered during the implementation and the action taken to mitigate or eliminate the impact to the target output/outcomes
- Progress Monitoring-states the process, persons involved, and tool used in monitoring the implementation and outcomes of the innovation

Output/Outcomes

<i>Outputs/Outcomes (Enumerate the outputs or outcomes produced from this innovation)</i>	<i>Beneficiary/ies (who benefited the corresponding outputs or outcomes)</i>

Sustainability Plan

- states future actions to be done to sustain the implementation
- states further improvement/enhancement plans to be done for better outcomes
- projects the desirable outcomes of continuing the innovation





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(Note: Paper Size-A4, Font Style-Arial, Font Size-11, Alignment-Justified, Spacing-Single)

Prepared by:

(Innovator/s)

Recommending Approval:

(School Head)

Approved:

(District Supervisor/Chief Education Supervisor)

References (if any)

-List all references cited in the paper using the APA format

Mode of Verifications (MOVs)

-attach all documents/pictures needed for verification

8. Timeline of Selection

District Level	Division Level	Regional Level
October 2022	1 st – 2 nd week November 2022	Pre-evaluation of the Regional Evaluation Committee 3rd week of November, 2022 Panel Interview of the Top 5 Winners 4th week of November, 2022 2022 Regional Education Showdown December 5, 2022

