



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

14 November 2023

DIVISION MEMORANDUM  
NO. **578**, s. 2023

**CHANGES TO DIVISION MEMORANDUM NO. 562. S. 2023**  
(Conduct of Educational Innovation Showdown)

To: OIC, Office of the Asst. Schools Division Superintendent  
Chief Education Supervisor, CID  
OIC, Office of the Chief Education Supervisor, SGOD  
Education Program Supervisors  
Public Schools District Supervisors  
Heads of Public Elementary, Secondary and Integrated Schools  
All Others Concerned

1. Relative to Division Memorandum No. 562, s. 2023 titled "*Conduct of Educational Innovation Showdown*", please be informed that the date of the conduct of the said activity is changed to **December 2, 2023**, instead of November 28, 2023. Venue will be announced later.
2. Further, other scheduled preliminary activities prior to the Innovation Showdown were changed. Attached is Enclosure 1 which details the revised program matrix.
3. Other provisions of the aforementioned Memorandum remain in effect.
4. Immediate dissemination of this memorandum is desired

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

Enclosure: As Stated  
Reference: As stated  
To be indicated in the Perpetual Index  
under the following subjects:

INNOVATION

SHOWDOWN

RESEARCH

BASIC EDUCATION



Address: Banica, Roxas City  
Contact Number: (036) 620 2371  
Email Address: capiz@deped.gov.ph



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**SCHOOLS DIVISION OF CAPIZ**

Enclosure 1 of Division Memorandum No. **578** s. 2023

**Program Matrix (Revised)**

**(Conduct of Educational Innovation Showdown)**

<b>Date</b>	<b>Activity</b>	<b>Persons Involved</b>
<b>Preliminary Activities:</b>		
November 14, 2023	District Call-up for Interested Innovators	District Innovation Focal Person PSDSs
November 15-16, 2023	Submission of Innovation Paper in the district by interested innovators	District Innovation Evaluators District Innovation Focal Person
November 18 or 25, 2023	District Innovation Showdown	Innovators District TWG District Innovation Focal Person Board of Judges Board of Tabulators PSDSs
<b>Division Activities:</b>		
November 20-25, 2023	Submission of Innovation Papers to the Division Office by the District Winners per classification	Innovators District Innovation Focal Person District TWG PSDS
November 28-30, 2023	Division Evaluation of Innovation Papers of the District Winners (5 per classification will qualify for the division innovation showdown)	Division Evaluation Team
<b>December 2, 2023 (Saturday)</b>	<b>Division Innovation Showdown</b>	<b>TWG</b> <b>Division Innovation Focal Person</b> <b>Board of Tabulators</b> <b>Board of Judges</b> <b>Chiefs (CID and SGOD)</b> <b>ASDS</b> <b>SDS</b>



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Republic of the Philippines  
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**SCHOOLS DIVISION OF CAPIZ**

November 8, 2023

DIVISION MEMORANDUM  
NO. **562**, s. 2023

**CONDUCT OF EDUCATIONAL INNOVATION SHOWDOWN**

To: OIC, Office of the Asst. Schools Division Superintendent  
Chief Education Supervisor, CID  
OIC, Office of the Chief Education Supervisor, SGOD  
Education Program Supervisors  
Public Schools District Supervisors  
Heads of Public Elementary, Secondary and Integrated Schools  
All Others Concerned

1. Relative to the Regional Mantra which underscores that every child is a champion, this Office through the Research and Planning Unit of the School Governance and Operations Division (SGOD) will conduct an **Educational Innovation Showdown for SY 2023-2024** on the last week of November 2023. The venue will be announced later.
2. This initiative will showcase innovative implementation of basic education services in five (5) categories namely: Curriculum and Instruction Delivery; Policy, Planning, Research, and Governance; Learning Environment Improvement; Human Resource Development; and ALS, SPED, and IPED Programs in schools, districts and in the schools division office.
3. The activity is in support of the call of one of the four (4) components of the DepEd MATATAG Agenda, that is, to give support to teachers to teach better in terms of innovative, responsive, and inclusive teaching approaches.
4. Teachers, school heads, and other non-teaching personnel are encouraged to engage and participate in this intellectual activity that will produce champions in diverse areas of basic education.
5. Anent this, all the 18 districts, together with the 54 secondary and 24 integrated schools are directed to conduct their **District Educational Innovation Showdown** on the 2<sup>nd</sup> to 3<sup>rd</sup> week of this month.
6. The innovation champions of the districts per classification must submit their winning innovation paper/s using the prescribed format to the Division Evaluation Committee which will select the top 5 per classification from among the district winners. Only the top 5 innovators per classification will prepare a 5-minute oral and video presentation which will be one (1) of the bases in identifying the 4<sup>th</sup>, 3<sup>rd</sup>, 2<sup>nd</sup>, and 1<sup>st</sup> runners-up and the Division Innovation Champion of the Year during the Division Educational Innovation Showdown. The Division Innovation Champions will be automatically the entries to the Regional Educational Innovation Showdown sometime in December 2023. (Please see the attached implementation strategies and the list of the Division Evaluation Committee in Enclosure No. 1.)



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7. Involved persons are entitled to service credits in accordance with DepEd Order No. 53, s. 2003 titled: Updated Guidelines on the Grant of Vacation Service Credits to Teachers. On the other hand, teaching personnel including the management staff shall be provided with Compensatory Time Off (CTO) as per the Civil Service Commission (CSC) and the Department of Budget and Management (DBM) Joint Circular No. 2, s. 2004 on Non-Monetary Remuneration for Overtime Service Rendered.

8. Expenses incurred relative to the conduct of this activity shall be charged against the Division and School MOOE Funds, subject to the usual accounting and auditing rules and regulations.

9. Immediate dissemination of this Memorandum is desired.

*Maj*

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

Enclosure: As Stated  
Reference: As stated

To be indicated in the Perpetual Index  
under the following subjects:

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Enclosure 1

Conduct of Innovation Showdown

### **IMPLEMENTATION STRATEGIES**

#### 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 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 initiated the development of the regional mantra focusing on championing every learner in the region, especially the ALS, SPED, and IPED learners.

In order to realize the desired outcomes of the regional mantra, all governance levels shall work together toward the achievement of the proposed action plan. Teachers, non-teaching personnel, and stakeholders shall contribute meaningfully in the implementation of the programs and projects that are built in the 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 help solve educational issues, improve practices, and set standards among school institutions. The application of such innovative practices would empower program implementers and school leaders in seeking new perspective of educational practices that will benefit learners to become lifelong learners.



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Anent this, to promote the culture of excellence in the region, this Office will institutionalize the educational innovation. The Office will lead in the conduct of a showdown which will showcase the best practices across governance levels and to recognize exemplary performances of innovators in schools and schools divisions offices in the five categories namely: Curriculum and Instruction Delivery; Policy, Planning, Research, & Governance; Learning Environment Improvement; Human Resource Development; and ALS, SPED, & IPED Programs.

Through the institutionalization of educational innovation, every learner will become a champion as the department's personnel are champions in improving the educational milieu in various ways.

## II. Strategies

### A. Innovation Showdown

#### 1. Eligible Participants

This educational innovation showdown is open to all public school teachers and non-teaching personnel in SDO Capiz who had implemented an innovation from SY 2020-2021 up to present. The innovation paper of the participating innovator/s has been duly recommended and approved for the selection process.

#### 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



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**1. 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:

District Level	Division Level	Regional Level
PSDS	SDS/ASDS/s	RD/ARD
School Heads	SGOD Chief/Personnel	Chiefs
LOU-In-charge of Education	CID Chief/Personnel	EPSs
PTA Representative	External Evaluator/s	External Evaluator/s
Designated Innovation Focal Person	Designated Innovation Focal Person	Designated Innovation Focal Person

**2. Selection of Winning Innovation per Governance Level**

District Level	Division Level	Regional Level
1. The lead participating innovator shall submit a duly signed innovation paper (see format) to the evaluation committee.  2. For qualified innovation paper, the lead innovator shall prepare a 10-minute presentation (5-minute oral presentation and 5-minute comprehensive video clip) during the innovation showdown to be followed by 5 minute open forum with the evaluation committee.  3. Winning innovation shall be appraised using the attached criteria.		
4. Five (5) winning innovators will be proclaimed for each classification, regardless categories the district Level	4. Five (5) winning innovators will be proclaimed for every classification, regardless of categories, in the division Level	4. Five (5) winning innovators will be proclaimed for each classification, regardless of categories in the regional level



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**3. Evaluation Criteria**

<b>Innovators</b>	<b>Standard Rating Description</b>	<b>Weight</b>	<b>Score</b>
A. Innovation:	Exhibits the following features:		
Significance	Provides valuable impact to the learners, personnel, stakeholders, and educational system or processes.  Promotes quality, access, governance of basic education	<b>20%</b>	
Quality	Materials used, products, services, and processes meet maximum standards. Safe, durable, replicable, and competitive	<b>15%</b>	
Practicality	Addresses the perceived issues the educational context	<b>15%</b>	
Optimality	Maximizes school/office resources Promotes productivity Create efficiency in school/office operation	<b>10%</b>	
Usability	It is user-friendly or easy to manage/use	<b>10%</b>	
Relevance	Relevant or contributory to the attainment of the Department's vision, mission, core values, and anchored in the MATATAG Agenda.	<b>10%</b>	
<b>A. Innovation Paper</b>	The innovation paper follows the prescribed format. The content is comprehensively discussed/stated Technically and grammatically correct	<b>10%</b>	
<b>B. Oral presentation</b>	Presenter is highly confident with excellent communication skills, and knowledgeable of the innovation.	<b>5%</b>	
<b>C. Video Presentation</b>	Content is comprehensive and substantial. Creative and has excellent graphical presentation	<b>5%</b>	
<b>Total</b>		<b>100%</b>	



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#### **4. Educational Innovation Paper Outline**

Title of Innovation:  
Innovation Category:  
Name of Innovator/s:  
School/Office/District/Division:  
Date of Implementation:  
Contact No.

##### **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*

##### **Innovation Description**

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

##### **Innovation Statement**

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

##### **Implementation Procedure**

- A. Process Flow/Framework
- B. Project Management-How the innovation is managed and who are involved
- C. Timeline-outlines the duration of the implementation stages  
(pre-implementation, implementation stage, and post implementation)
- D. Resource Utilization-states the resources utilize in the making and managing of this innovation
- E. Progress Monitoring-States the process, persons involved, and tool used in monitoring the implementation and outcomes of the innovation

##### **Innovation Outputs/ Outcomes**

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

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



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**Sustainability Plan**

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

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

Prepared by:

\_\_\_\_\_  
Innovator/s

Recommending Approval:

\_\_\_\_\_  
School Head

\_\_\_\_\_  
(District Supervisor)

**References (if any)**

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

**Mode of Verifications (MOVs)**

- attached all documents/pictures needed for verification

**Timeline of Selection**

District Level	Division Level	Regional Level
2nd and 3rd week of November 2023	4th week of November 2023	1st week of December 2023

**Monitoring**

The designated innovation focal person per governance level shall monitor the implementation of the innovation showdown and assist in the representation of the winner to the higher governance level selection.



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**List of Management Team, Division Evaluation Committee,  
 Quality Assurers and Facilitators**

<b>Roles</b>	<b>Persons Involved</b>
<b>Over-all Lead</b>	<b>Miguel Mac D. Aposin EdD, CESO V</b> Schools Division Superintendent  <b>Ma. Lunie B. Sampani CPA, MPA</b> OIC-Assistant Schools Division Superintendent
<b>Program Managers</b>	<b>Edna B. Azcarraga PhD</b> OIC-Office of the SGOD Chief  <b>Segundina F. Dollete EdD</b> Chief- Curriculum Implementation Division  <b>Marggie A. Obligacion PhD</b> Senior Education Program Development Specialist

**Division Evaluation Team, Tabulators, Facilitators, and TWG**

<b>Name</b>	<b>Position/Designation</b>
<b>Sephora M. Roldan EdD</b> <b>Alan Vincent Altamia</b> <b>Judith P. Tu EdD</b> <b>Immaculada J. Amores EdD</b> <b>Ronald Dile</b> <b>Emmanuel Lati</b>	<b>EPS – Araling Panlipunan</b> <b>EPS- EsP</b> <b>PSDS</b> <b>SEPS- HRTD</b> <b>SEPS- SMME</b> <b>IT Officer</b>
<b>Elenia B. Baranda</b> <b>Estela V. Fano EdD</b> <b>Ma. Fatima Bolido</b> <b>Mary Joy Diaz</b> <b>Romar Jaravelo</b> <b>Emmanuel Lati</b>	<b>Board of Tabulators</b>
<b>Grace Atinon</b>	<b>QAME Associate - EPS II- SocMob</b>
<b>Rona Overencio EdD</b> <b>Shellaine Belloga</b> <b>Zandie Ponce</b> <b>Rodnie Wicas</b> <b>Raymond Magbanua</b>	<b>Secretariat, Documenter, Certificates</b>



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**Program Matrix**  
**Conduct of Innovation Showdown**

<b>2<sup>nd</sup> &amp; 3<sup>rd</sup> week of November 2023</b>	<b>District Innovation Showdown</b>
<b>November 17-18, 2023</b>	<b>Submission of Innovation Papers of District Winners to the Division</b>
<b>November 20-22, 2023</b>	<b>Evaluation of Innovation Papers of District Winners in the division</b>
<b>November 23-24, 2023</b>	<b>Preparation of Contestants to the Division Innovation Showdown</b>
<b>November 28, 2023</b>	<b>Division Innovation Showdown</b>



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