



Republika ng Pilipinas
Kagawaran ng Edukasyon
REHIYON V—BICOL

TANGGAPANG PANSANGAY NG MGA PAARALAN NG LUNGSOD NAGA

March 26, 2024

DIVISION MEMORANDUM
No. 107, s. 2024

DIVISION INNOVATION SUMMIT on Project CITED (Championing Innovation Towards Educational Development) cum RECOGNITION OF BEST INNOVATIONS

To: Assistant Schools Division Superintendent
Chief Education Supervisors
CID and SGOD Personnel
OSDS Unit Heads
Public elementary and Secondary School Heads
All Others Concerned

1. Ra 10533 otherwise known as Enhanced Basic Education Act of 2013, Rule 2, 10.2.h, states that the curriculum shall be flexible enough to enable and allow schools to localize, indigenize and enhance the same, based on their educational and social context. In response to this, Division Memorandum No. 57, s.2022 titled Contextualized Policy on Best Practices and Innovation sets standard in various innovations produced by teaching, related teaching and non-teaching personnel of SDO Naga City. Relatively, a **Division Innovation Summit on Project CITED (Championing Innovation Towards Educational Development) cum Division Recognition of Best Innovations, shall be conducted on May 02-03, 2024 at a venue to be announced later.**
2. This activity aims to:
 - a. facilitate the initiative and creativity of SDO Naga City personnel through an Innovation summit;
 - b. recognize innovators/inventors who established best practices in the delivery of basic education services which are consistently observed to be practical and effective; and
 - c. establish an online/offline compendium of innovations in different disciplines.
3. The Division Seminar Orientation- Workshop (DSOW) for TWG members shall be on April 29, 2024, 9:00-12:00 p.m. at the Division Conference Hall. The mechanics, TWG and Program Matrix are found in the enclosures.
4. Expenses relative to the conduct of this activity are chargeable against Division MOOE- CID GASS fund, subject to the usual accounting and auditing rules and regulation.

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DM 31, s. 2019 DM Rev. 01



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5. Immediate dissemination of and strict compliance with this Memorandum is desired.


FERNANDO C. MACARAIG
Assistant Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent





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PROJECT PROPOSAL

I. PROPOSAL BRIEF

- a. Title : Division Innovation Summit on Project CITED (Championing Innovation Towards Educational Development) cum Recognition of Best Innovations
- b. Nature of the Activity : Co-curricular
- c. Target Date : May 02-03, 2024
- d. Proposed Venue : tba
- e. Participants : EPS, PSDS, innovators
- f. Expected Output : compendium of localized innovations
- g. Proposed Budget : P185,000.00
- h. Source of Fund : Division MOOE
- i. Focal Persons : Anna Liza F. Abuloc, CID Chief
Rudyard C. Balacano, EPS English

II. RATIONALE :

RA 10533, otherwise known as Enhanced Basic Education Act of 2013 , Rule II 10.2.h., states that the curriculum shall be flexible enough to enable and allow schools to localize, indigenize and enhance the same based on their respective educational and social context. In response to this, Division Memorandum No. 57, s. 2021 re: Contextualized Policy on Best Practices and Innovation was issued setting standard on the innovations produced by teaching, related teaching and non-teaching personnel of DepEd Naga City.

Innovations have significant contributions to educational system. They are indispensable and served as integral part of the development plan. It has significant role in the policy -making of the organization. Embracing innovation in education would paved the way to new opportunities and provide necessary tool to tackle the challenges of the workplace for a better and sustainable delivery of services.

Anchored on the Flagship program of SDO Naga City dubbed as ADVANCE NAGA, a **Division Innovation Summit on Project CITED cum Recognition of Best Innovations, shall be conducted on May 02-03, 2024** at a venue to be announced later.

III. OBJECTIVES :

- a. Facilitate the initiatives and creativity of the teachers and related teaching personnel in coming up with the inventions or innovation which will contribute to the improvement of literacy and numeracy skills of the learners.

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- b. Recognize innovators, inventors who can establish best practices in the delivery of basic education services which are consistently observed to be practical and effective.
- c. Establish an online/off-line compendium of innovations.

IV. METHODOLOGY :

Project CITED (Championing Innovation towards Educational Development) focuses on the different innovations across learning areas to primarily provide new strategies through innovations that may offer solutions to the emerging problems in the school, District and Division particularly along literacy and numeracy. (See Training Matrix)

MECHANICS FOR BEST INNOVATIONS

1. All proponents in SDO Naga City with approved innovations from CY 2023 to present year, may submit the following documents in pdf format (1 soft copy and 1 hard copy) to Division Innovation Coordinator, Rudyard C. Balacano on or before **April 24, 2024**.
 - a. Approved Innovation proposal
 - b. sample of the innovation material
 - c. Approved Accomplishment Report
 - d. certificate of adoption (optional)
2. All submitted innovations shall be categorized by learning area.
3. There will be top 3 innovations that will be selected to receive the awards in every learning area.
4. The respective Education Program Supervisors shall lead the committee in selecting top 3 innovations based on the given criteria:
 - a. the innovation is timely, aligned and relevant to SIP/AIP/DEDP/KPI/IPCRF/OPCRF.....30%
 - b. The innovation has an evidence of utilization through the attached accomplishment report20%
 - c. Effectiveness/benefit from the innovation based from the improvement of the target needs30%
 - d. Facilitative/ Easy to use or apply.....20%
5. Apart from the top 3 best innovations, all entries shall be recognized through a certificate of recognition during the culminating activity.
6. Submitted innovations which were already awarded in the Regional to International level shall not be included in the selection of top 3 best innovations but they will be recognized as part of the innovation entries.
7. There will be no limit as to the number of innovations per innovator/proponent that will be submitted to the secretariat provided it is within the required inclusive years.

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8. The copy of the top 3 innovations /inventions shall be displayed in a designated area during the Innovation Summit.
9. The winners shall be announced during the Awarding Ceremony.

V. TRAINING MATRIX:

TIME	DAY 1 (Virtual)	DAY 2 (in- person)
8:00-9:00	Registration	8:00-9:00- Registration
9:00- 10:00	<p style="text-align: center;">Opening Program</p> <p>National Anthem</p> <p>Invocation</p> <p>Attendance checking: Dr. Teresita Irma S. Dy-Cok</p> <p>Welcome Remarks: Mr. Johnny Samino- President, Division Association of Innovators in Deped Naga.</p>	9:00-12:00- Presentation of Best Innovation (Top 1) per learning area
10:00- 10:30	<p>Overview of the activity: Speaker : Dr. Anna Liza F. Abuloc, CES</p>	
10:30- 11:00	<p>Mechanics of Project CITED Speaker: Dr. Rudyard C. Balacano, EPS, English</p>	
11:00-12:00	<p>Data Gathering Using Digital Approach Speakers: Mrs. Sanshine Repotente and Ms. Edna Marie C. Banta</p>	
1:00-5:00	<p>Presentation of innovations per learning area and selection of best innovations</p>	<p>Culminating Activity</p> <p>Nationalistic Song</p> <p>Invocation</p> <p>Attendance Checking: Teresita Irma S. Dy-Cok</p> <p>Welcome Remarks: Johnny Samino, President, Division</p>

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		<p>Association of Innovators in Deped Naga.</p> <p>Inspirational Message: ASDS Fernando Macaraig</p> <p>Awarding and recognition of innovators</p> <p>Words of gratitude: Anna Liza F. Abuloc, CID Chief</p>
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VI. COMMITTEE:

Overall Chairman: SDS Susan S. Collano
 Co-Chairman: ASDS Fernando C. Macaraig
 Technical Committee Chairman: CID Chief Anna Liza F. Abuloc
 Co-Chairman: Rudyard C. Balacano

Working Committee:

CHAIRMEN		JUDGES	
PROGRAM DIRECTOR	Joseph Condeno	MTB-MLE/ Kinder	Corazon Fatima Silerio Gina Bobis Michelle Lo
REGISTRATION	Sanshine Repotente Edna Marie C. Banta	ENGLISH	Rudyard C. Balacano Teresita Irma S. Dy-Cok Vilma Cueto
MONITORING AND EVALUATION	Maria Teresita Rentoy Nancy Morada	FILIPINO	Josefina DLC. Solis Emelyn Brofas Antonette Maristela
MEDALS and CERTIFICATES	Sanshine Repotente Edna Marie C. Banta	MATH	Noel Balares Mary Ann Papica Salvacion Verona
HALL DECORATION	Emma Naguna	SCIENCE	Rhea SB. Samino Dante Santelices Joen Sebastian
IT	Mark De Guzman Benjamin	AP	Jarme Taumatorgo Benedik Warren R. Ubante Mary Ann Rosauero
DOCUMENTATION	Rudyard C. Balacano	EPP/TLE/TVL	Herman E. Bobis Joretze S. Carandang

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			Fernando Carandang
USHERETTES	Chairman: Josefina DLC Solis	MAPEH	Elvin Monroy Margerie B. Bathan Joseph Condono
MASTER OF CEREMONY		EsP	Emma Naguna Marie Christine Ignacio
		LRMS / Other areas	Cesar T. Arriola Margie B. Tuy Helen R. Aragon
		SPED	Juliet C. Curva Ramil S. Pederio Maria Teresita Rentoy
		ALS	Geraldo Brizuela Ma. Corazon Verdeflor Art Armea

VII. PROPOSED BUDGET:

All expenses relative to this activity shall be charged against Division MOOE (CID GASS) , subject to the usual accounting and auditing rules and regulations.

Estimated expenses:

Day 1- Division Seminar Orientation -Workshop (DSOW) for TWG			
✓ a. Meals	1 snack = 150.00	50	7,500.00
Day 2			
✓ a. Meals	2 snacks = p150.00X2 = p300.00 1 lunch = p250.00 Total = p550.00	50	p27,500.00
Day 3			
✓ a. Meals and venue	p800.00	100	p80,000.00
Materials :			
✓ a. Medals	p100.00	50	P5,000.00

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