



Republic of the Philippines
Department of Education
Region VII, Central Visayas
DIVISION OF CEBU PROVINCE
IPHO Bldg., Sudlon, Lahug, Cebu City




March 1, 2019

DIVISION MEMORANDUM
No. 131 s. 2019

SEED 2018 PANEL PRESENTATION AND INTERVIEW

To: Assistant Schools Division Superintendents
Division Chiefs
Education Program Supervisors/Coordinators
Public Schools District Supervisors/OIC's
Elementary and Secondary School Heads

1. For the information and guidance of all concerned, enclosed is an unnumbered Regional Memorandum dated February 26, 2019 announcing the Panel Presentation and Interview of the Top 5 Elementary and Secondary Schools on March 6, 2019 at the RAFI Plenary Hall, 35 Eduardo Aboitiz St., Cebu City.
2. Six (6) school representatives each from Pondohan Elementary School of Boljoon District, Pilar Central Elementary School of Pilar District and Casay National High School of Dalaguete II District are invited to present and share their education development initiatives.
3. Attached are the documents for more information.
4. School Heads are directed to ensure that no classes will be left unattended due to the participation of the concerned teachers.
4. Travel and other incidental expenses shall be charged to School MOOE funds, subject to its availability and the usual accounting and auditing rules and regulations.
5. This memorandum serves as Authority to Travel of the participants.
6. Immediate and wide dissemination of this Memorandum is highly desired.


RHEA MARA ANGTUD, Ed. D., CESO VI
Schools Division Superintendent

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JAJ/arc

Immediate dissemination of this Memorandum is desired.

This Memorandum shall also serve as Travel Order.

For more information, attached are the documents for reference.

For the information and guidance of all concerned, enclosed is a communication from the Ramon Aboliz Foundation, Inc. announcing the Panel Presentation and Interview of the Top 5 Elementary and Secondary Schools on March 6, 2019 at the RAFI Plenary Hall, 35 Eduardo Aboliz St. Cebu City. Six (6) school representatives are invited from each school above stated to present and share their education development initiatives on.

DATE : February 26, 2019

SUBJECT: SEED 2018 PANEL PRESENTATION AND INTERVIEW

FROM : JULIET A. JERUTA, Ph. D., CESO IV
 Director IV
 Regional Director

DR. ARDEN D. MONSIT
 SDS, Division of Mandaue City

DR. ROSALIE M. PASAOL
 SDS, Division of Bogo City

DR. RHEA MAR. A. ANGTUD
 SDS, Division of Cebu Province

MR. SENIN P. PAULIN
 SDS, Division of Carcar City

MR. BIANITO A. DAGATAN
 SDS, Division of Cebu City

DR. GREGORIO CYRUS R. ELEJORDE
 SDS, Division of Naga City

MEMORANDUM



REPUBLIKA NG PILIPINAS
 DEPARTMENT OF EDUCATION
 KAGAWARAN NG EDUKASYON
 REGION VII, GITNANG VISAYAS
 REGION VII, CENTRAL VISAYAS
 Sudlon, Lahug, Cebu City



DEPT. OF ED.

Mr. Cesar



DATE: 22 February, 2019

TO: JULIET JERUTA, Ph.D., CESO V Director III

Regional Director
DepEd Region VII

SUBJECT: SEED 2018 Panel Presentation and Interview

Dear Dr. Jeruta:

As part of the SEED Process, the following SEED 2018 Top 5 Elementary and Secondary Schools below will undergo a Panel Presentation and Interview on March 6, 2018 in RAFI Plenary Hall.

Elementary Schools

Bogo City
Bolinon
Cebu City
Mandaue City
Pilar

Binabag Elementary School
Pondohan Elementary School
Tisa II Elementary School
Cabancalan I Elementary School
Pilar Central Elementary School

Secondary Schools

Bogo City
Carcar City
Dalaguete II
Mandaue City
Naga City

Jovenio N. Masong National High School
Roberto E. Satu Memorial National High School
Casay National High School
Jagobiao National High School
City of Naga Enhanced SST National High School

On this regard, we would like to invite six (6) school representatives from each school to present and share their education development initiatives.

Furthermore, in preparation for this event, we would like to invite at least three (3) representatives to join in the rehearsal on February 26, 2019 in the RAFI Plenary Hall. Kindly see attached Activity Overview and Guidelines for reference.

For this, we would like to request for the issuance of the memorandum and travel orders for the selected representatives.

May we continue to work together in cultivating education excellence. God bless.

Sincerely yours,

ERNESTO ALIX

Executive Director

RAFI – Education Development Unit

[GUIDELINES]

RAFI SEED: Panel Presentation and Interview

To reduce the possibilities of technical difficulties, PowerPoint files will be preloaded and tested on our laptop prior to the Presentation. Hence, presenters are advised to submit a copy of their presentation on or before February 26, 2019.

Presentations will be reviewed by the RAFI EDU to facilitate enhancements and alignments with the guidelines. For this review process, RAFI EDU may call and/or meet with the representative from the top schools for several verifications and revisions.

RAFI EDU will provide the laptop and LCD projector with screen during the Panel Presentation and Interview. Should there be other special requirements for the presentation, presenters are advised to inform RAFI EDU ahead of time to prepare for the needed equipment.

Presentations can be sent or shared via Google Drive or One Drive to Maria Rizza Labao (rizza.labao@rafi.ph) or can be saved on a USB/CD and submitted to RAFI-EDU.

- ❖ Each finalist schools can have a maximum of 2 presenters qualified to represent the school or the School Governing Council.

Three (3) other representatives from other internal stakeholders (i.e. School Head, Student Officer, Parent Officer, Faculty Officer and Barangay Official) can join the presenter for the Panel Interview so they can give substantial input or respond to the questions of the panel. English and Cebuano are both accepted as the medium of language for the presentation.

- ❖ For a systematic flow of program, each school is given only 10 minutes to present and 20 minutes Panel Q&A (a total of 30 minutes). A bell ring signals the remaining time. "One ring" means the presenter or the panel has only 2 minutes left and "two consecutive rings" signals that end of the segment.

To prevent delays in the presentation time, the school representatives are advised to arrive at the venue one hour before the schedule of their presentation.

- ❖ Rehearsal will be on February 26, 2019 which starts at 9:00 A.M. Each team will be given 45 mins. to practice and to test their presentations.

09:00 – 09:45	Cabancalan Elementary School, Mandaua City
09:45 – 10:30	Tisa II Elementary School, Cebu City
10:30 – 11:15	Pilar Central Elementary School, Pilar
11:15 – 12:00	Binabag Elementary School, Bogo City
12:00 – 01:00	Break
01:00 – 01:45	Pondohan Elementary School, Boljoon
01:45 – 02:30	Casay National High School, Dalaguete
02:30 – 03:15	Jovencio N. Masong National High School, Bogo City
03:15 – 04:00	Roberto E. Sato Memorial National High School, Carcar City
04:00 – 04:45	City of Naga Enhanced SST National High School, Naga City
04:45 – 05:30	Jagobiao National High School, Mandaua City

RAFI SEED: Panel Presentation and Interview

Overview

The **Panel Presentation and Interview** is one of the assessment process of RAFI SEED in which the representatives of the school stakeholders from the Top 5 schools in the elementary and secondary categories will present their best practices as well as respond to a series of questions given by the members of the panel from the RAFI Board of Trustees, Department Education and other external partners from academe and business sectors.

This is one of the three major assessment steps in determining the RAFI Top 3 awardees. The breakdown are as follows:

- Site Validation Result (50%)**
- Numeracy and Literacy Result (30%), and**
- Panel Presentation and Interview (20%)**

The aim of this process is for the schools to have an opportunity to share their best practices and for the program to identify the top 3 awardees of the Seal of Excellence in Education Development as well as the awardees of the minor awards.

During the Panel Presentation, the Top 5 finalists from elementary and secondary category will be assessed using the following criteria:

- Delivery of Presentation (10%),**
- Content of the Presentation (20%)**
- Actual vs. Targets (30%), and**
- Best Practices (40%).**

Mechanics and Guidelines

- ❖ For a relevant and effective presentation, presenters are required to prepare an 8-slide presentation showing the following:

- Slide 1: School Profile
- Slide 2-3: What did you do differently in 2018 compared to the previous years?
- Slide 4: Best Practice in Organizational Management
- Slide 5: Best Practice in Instruction
- Slide 6: Best Practice in Learning Environment
- Slide 7: Best Practice in Performance
- Slide 8: 5-year School Plan

Below are some useful guidelines in preparing the visual aids:

- Minimum font or character size for PowerPoint slides is 36-point for labelling of main titles or headings, and 24-point for sub-titles.
- Using too much text on your slides is strictly discouraged. As much as possible, use pictures, illustrations, diagrams, videos, and other graphic/visual images to accentuate the presentation.
- Overcrowding visual aids or putting too many messages or images in one slide is not effective. Do not show more information on one slide than can be absorbed in 30 seconds. Eliminate extraneous information. Use all caps or bold for emphasis.
- As much as possible, use the same structure on each slide for consistency, but at the same time vary the look of the visuals.
- No matter what tools are used, the best medium for the message is still the PRESENTER.

RAFI SEED: Panel Presentation and Interview

RAFI Seal of Excellence in Education Development (SEED)

Panel Presentation and Interview

March 6, 2019 @ 9:00 AM - 5:00 PM in Plenary Hall, RAFI Bldg.

08:45 - 09:00	Herald's Call/Break
09:00 - 09:30	Preliminaries
	- Invocation and National Anthem
	- Welcome Remarks and Rationale
	- Introduction of Panelists and Guests
	- Presentation of the Top 5
	- Schedule and Mechanics
ELEMENTARY CATEGORY	
09:30 - 10:00	Mandaue City Division: Cabancalan I Elementary School
10:00 - 10:30	Cebu City Division: Tisa II Elementary School
10:30 - 11:00	Pilar District: Pilar Central Elementary School
11:00 - 11:30	Bogo City Division: Binabag Elementary School
11:30 - 12:00	Boljoon District: Pondohan Elementary School
12:00 - 01:00	LUNCH
SECONDARY CATEGORY	
01:00 - 01:30	Dalaguete District: Casay National High School
01:30 - 02:00	Bogo City Division: Jovencio Masong National High School
02:00 - 02:30	Carcar City Division: Roberto E. Sato Memorial National High School
02:30 - 03:00	Naga City Division: City of Naga Enhanced SST National High School
03:00 - 03:30	Mandaue City Division: Jagobiao National High School
03:30 - 04:00	- Closing and Briefing
	- Snacks

Should you have other concerns, you may contact RAFI EDU through the following:
 Telephone No. (032) 411-1700 loc. 24558
 Mobile No. 0947-2482150

