



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

Office of the Schools Division
Superintendent

FEB 10 2023

MEMORANDUM
No. 043, s. 2023

SEARCH FOR THE TEN MUNTINLUPA OUTSTANDING STUDENTS (10MOST) 2023

To: OIC – Assistant Schools Division Superintendent
Chief Education Supervisor, Curriculum Implementation Division
Chief Education Supervisor, School Governance and Operations Division
Private and Public Secondary School Heads/OICs
Administrative Officer V
All Others Concerned

1. Attached is a letter from Mr. Arian Clarence L. Caballero, Acting Head, Muntinlupa Scholarship Division (MSD), City Government of Muntinlupa, on the above-captioned subject, the contents of which are self-explanatory, for the information and guidance of all concerned.
2. Particular attention is invited to the enclosed search guidelines, for reference.
3. All public and private high schools in Muntinlupa are invited to send their representatives to the said search. The following details must be submitted to the Secretariat via email address, 10most.msd@gmail.com:
 - Name of School
 - Name of Coordinator/Mentor
 - Email Address
 - Contact Number
4. Immediate and wide dissemination of this Memorandum is desired.

CARLEEN S. SEDILLA CESO V
Schools Division Superintendent

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

STUDENTS

SCHOOLS

AWARDS

MRAO/ 10MOST2023
043 February 9, 2023

NUM-2023-043



Student Center for Life Skills Bldg., Centennial Ave, Brgy Tunasan,
Muntinlupa City

(02) 805-9935, (02) 805 - 9940

sdomuntinlupa@gmail.com



043 469

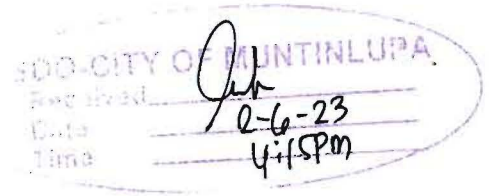


Republic of the Philippines
CITY GOVERNMENT OF MUNTINLUPA
Muntinlupa Scholarship Division



06 FEBRUARY 2023

MS. CARLEEN S. SEDILLA, CESO V
Schools Division Superintendent
SDO-Muntinlupa City



SUBJECT: SEARCH FOR 10MOST2023

Dear Maam Sedilla,

The City Government of Muntinlupa, through the Muntinlupa Scholarship Division, will conduct its 30th Search for the Ten Muntinlupa Outstanding Students (10MOST) this coming March 2023. This program aims to recognize the best and the brightest junior high school students in various secondary schools in the City.

In connection with this we would like request your assistance by helping us in disseminating the information to our public and private junior high schools.

Schools that are interested to join the search must email the following details to 10most.ms@gmail.com:

1. Name of School;
2. Name of Coordinator/Mentor;
3. Email Address;
4. Contact Number

We look forward to your usual positive response and we thank you for your continued support.

Very Respectfully Yours,

ARIAN CLARENCE L. CABALLERO
Acting Head

1. The search shall open to ALL Muntinlupa City public and private Junior High Schools.
2. Each shall have (1) Junior High School Grade 10 Nominee.
3. The nominee must be a bona fide resident of Muntinlupa City. Additionally, at least one parent or guardian must be registered voter of the City. As such, the following will be required:
 - a. Certificate of Residency;
 - b. Parent's or Guardian's voter's ID or Voter's certification from COMELEC;
 - c. Duly notarized Affidavit of Guardianship or Court Decision appointing the guardian (in case of guardianship)

4. The Composition of the 10MOST 2022 Steering Committee is as follows:

A. Arian Clarence L. Caballero Head, MSD	Chairperson
B. Dr. Carleen Sedilla Superintendent, SDO-Muntinlupa	Co-Chairperson
C. Dr. Elena E. Presnedi President-Emeritus, Pamantasan ng Lungsod ng Muntinlupa	Member
D. Dr. Teresita C. Fortuna President, Colegio De Muntinlupa	Member
E. EnP. Alvin F. Veron Head, City Planning and Development Office	Member
F. Ms. Carmel Mata-Gomez 10MOST Alumna	Member

5. **Criteria for Selection** are as follow:

A. Portfolio/Bid Book	35%
B. Panel Interview	30%
C. IQ Examination	25%
D. Talent/Skill Presentation	10%
TOTAL	100%

6. The Portfolio Review Subcommittee shall be headed by Dr. Elena E. Presnedi as Chairperson, and shall have Vice Chairperson and three members selected by the Subcommittee Chair and the Steering Committee.
7. Nominee's Portfolio/ Bid Book must be in letter sized bond paper (8.5 x 11"). Two (2) copies (a hard copy and a soft copy) must be submitted.

8. Deadline of submission of portfolio and other pertinent documents to MSD shall be on or before **March 3, 2023**. Late submissions SHALL NOT BE ACCEPTED. Covered period for evaluation shall be from **Grade 7 to Grade 10** and shall be arranged as follows:

- I. **Table of Contents**
- II. **Nomination Form with 2 x 2 photo**
- III. **Nominee's Leadership Achievement Profile (Maximum of 10 claims):**
 - International
 - National
 - Regional
 - Division
 - Student Council Leadership

REFERENCE PAGE (Supporting Documents for the listed item):

1. Copy of Certificates;
2. Copy of Official Appointment or election result (showing position or designation);
3. Accomplishment Reports;
4. Photos and Testimonies.

- IV. **Nominee's Social Responsibility/ Community Service Profile (Maximum of 10 claims):**
 - Civic Engagements and Community Service done voluntarily, separate from and independent of academic requirements;
 - Activities done in or with other community, charity or non-government organization, church, or in connection with the school extension (social development program).

REFERENCE PAGE (Supporting Documents for the listed item):

1. Copy of Certificates of Participation, photos and pertinent accomplishment reports;
2. Copy of Awards given in recognition of achievements or services rendered;
3. Community Service Project Proposal/Briefs;
4. Memorandum of Agreement between the organization, the community and other partners.

V. Nominee's Academic Achievement Profile:

- Honors
- Per Subject Citation

REFERENCE PAGE (Supporting Documents for the listed item):

1. Copy of certificates or photo of the awards;
2. Copy of News Articles.

- Seminars, Conferences and Workshops Attended (**Maximum of 15 claims**)
- Competitions Won : Individual or Group Level (**Maximum of 10 Claims**)

REFERENCE PAGE (Supporting Documents for the listed item):

- Competition, Seminar, Conference Invite;
- Brief Profile of hosting organizations;
- List and number of participants;
- Certificates of Recognition (award) and/or Participation;
- Photos;
- Defined Role/s of the nominee:
 - For competitions: As official contestant, representative, project or team leader, project proponent or team member.
 - For seminars, conferences and workshops: As speaker, presenter or participant/delegate.

9. The portfolio shall be graded as follows:

a. Leadership (Community Service Involvement)	35%
b. Academic Achievements	30%
c. Seminars, Conferences and Workshops Attended	25%
d. Competitive Won	10%
TOTAL	100%

10. The Panel Interview Subcommittee shall be headed by Dr. Teresita C. Fortuna as chairperson and shall have a vice chairperson and three members selected by the Subcommittee Chair and the Steering Committee.

11. The interview shall be graded as follows:

a. Substance of Ideas Presented	40%
b. Reasoning and Organization of Ideas	30%
c. Grammar/Command of Language	20%
d. Attitude/Etiquette	10%
TOTAL	100%

12. The IQ Examination shall be administered by a licensed psychometrician, preferably outsourced/third party. The Steering Committee shall have no hand on the tool or instrument used by the Exam Administrator (EA). The EA has the sole responsibility of checking the answer sheets and shall submit the results to the Committee on the same day of the administration of exam.

13. The Talent/Skill Presentation shall be headed by Ms. Carmel Mata Gomez as chairperson and shall have a vice chairperson and three members selected by the Subcommittee Chair and the Steering Committee.

14. The Talent and Skill presentation shall be graded as follows:

- | | |
|---|-----|
| a. Mastery | 50% |
| b. Projection, Interpretation and Showmanship | 30% |
| c. Overall Impact | 20% |

TOTAL	100%
--------------	-------------

15. The results of the 10MOST2023 shall be announced after all the scores have been tallied and carefully deliberated by the Steering Committee on a set date.

16. The school shall be responsible for the truthfulness of all documents submitted. Any misrepresentation, falsification, act of dishonesty or duplicity shall be considered grounds for outright disqualification.

17. The decision of the Steering Committee on all matters associated to the search shall be final and unappealable.

18. Pursuant to the prevailing guidelines set by the National Government on COVID-19 minimum health protocols, the 10MOST steering committee reserves the right to change or modify the mode of conduct of any 10MOST related activities whether face to face or virtual.

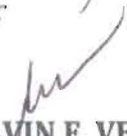
10MOST 2023 STEERING COMMITTEE


ARIAN CLARENCE L. CABALLERO
Head, Muntinlupa Scholarship Division
Chairperson


DR. CARLEEN SEDILLA
Superintendent, SDO-Muntinlupa
Co-Chairperson


DR. TERESITA C. FORTUNA
President, CDM
Member


DR. ELENA E. PRESNEDI
President-Emeritus, PLMUN
Member


EnP. ALVIN F. VERON
Head, CPDO
Member


MS. CARMEL MATA-GOMEZ
10MOST Alumna
Member

NOTED AND APPROVED BY:


HON. ROZZANO RUFINO B. BIAZON
City Mayor

2 / 3 / 2023

DATE