



January 4, 2016

DIVISION MEMORANDUM

No. 1 s. 2016

RELEASED
DepEd-Division of Catanduanes
RECORDS SECTION
JAN 04 2016
10:05 am
SI

2016 METROBANK – MTAP-DEPED MATH CHALLENGE (SECONDARY LEVEL)

**TO: District Supervisors
Elementary School Heads
Teachers**

1. Pursuant to DepEd Memorandum No. 141 , s. 2015 re: 2016 Metrobank- MTAP-DepEd Math Challenge, this division will conduct the **2016 Metrobank-MTAP-DepEd Math Challenge for Secondary Level on January 15, 2016 at Catanduanes National High School.**
2. The over-all objective of the competition is to contribute in improving the quality of mathematics education in the Philippines. Specifically it aims to:
 - a. awaken greater interest in mathematics among elementary pupils in both public and private schools;
 - b. encourage pupils to strive for excellence in Mathematics;
 - c. encourage them to master the basic mathematical skills;
 - d. discover mathematical talents among the pupils
 - e. develop the values of hard work, perseverance, honesty, teamwork and sportsmanship;
 - f. provide them with opportunities in leadership and cooperative undertaking.
3. Each secondary school will send three (3) contestants per grade level .
4. The DepEd-Recognized private secondary schools and Catanduanes State University are allotted three (3) contestants per grade level.
5. The participants will report to their respective venue at 7:30 a.m. of the scheduled date.
6. The host principal is requested to conduct a short opening program, do preparation of the contest venue/hall and the registration sheets by grade.
7. The following secondary school heads are assigned as room examiners and testing center coordinator.

Testing Center Coordinator:	Lyra C. Tusi	Principal I, Manambrag NHS
Room Examiners:		
Grade 7	Cecilia V. Mendoza	Principal I, LIV NHS
	Ludy M. Avila	Head Teacher III, CNHS
Grade 8	Marilyn A. Tuplano	Principal I, Cabcab NHS
	Aroline T. Borja	Head Teacher III, SMRDHS
Grade 9	Fidel A. Vegim	Principal II, Bato RDHS
	Raniil R. Velasco	Principal I, Tinago NHS
Grade 10	Juan S. Torreja	Principal I, SDNHS
	Edgar Sarmiento	Principal I, Magnesia NHS

8. The mechanics for the elimination round together with the guidelines for proctors are enclosed for the guidance of all concerned.
9. The assigned Testing Center Coordinator is required to claim the testing materials from the Division Math Supervisor on January 14, 2016. However, the test materials shall be opened publicly by the Testing Center Coordinator just before the start of the competition.
10. The assigned Room Examiners are asked to check the answer sheets right after the test using the answer keys provided. Answer Keys shall only be opened just before the correction begins.

11. The Testing Center Coordinator are required to submit on January 14, 2016 p.m. the following Consolidated Report by grade level.
 - a. Individual Results of contestant
 - b. School's score obtained from the sum of the top two scorers.
12. All public and private schools are required to accomplish a one-page registration form (MMC Form No. 1) which should be submitted on the scheduled elimination round to the Coordinator of the testing center who will turn-over the registration forms to the EPS In-Charge of Mathematics.
13. The school heads and mathematics teachers are requested to actively campaign and enjoin support for the competition of all public and private Secondary schools in this division.
14. The travel expenses in the participation to this activity are chargeable to the school MOOE subject to the usual auditing and accounting rules and regulations.
15. Immediate and wide dissemination of this memorandum is desired.


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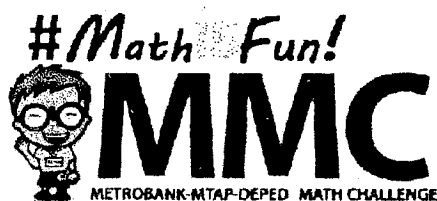
Assistant Schools Division Superintendent
Officer-In-Charge

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

CONTESTS

MATHEMATICS

TEACHERS



OPERATING GUIDELINES

MMC Document No. 2

I. SCHOOL LEVEL:

1. It is recommended for schools to conduct their own mini-competition using a written exam by grade level to determine the best candidates who will join the MMC elimination rounds.
2. The top three students per grade level who will obtain the highest scores will represent the school in the Elimination Round.

Note: The elimination round is open to ALL interested schools, both private and public. It is suggested that school districts should not conduct their own elimination to choose contestants for the whole district. This is to give each school equal chances of joining.

3. There shall be a maximum of (18) pupils for Elementary and/or (12) students for High School in every participating school, broken down as follows.

Example:	School A (Elementary)					
Grade	1	2	3	4	5	6
Number of Pupils	3	3	3	3	3	3
Total	18					

Example:	School A (High School)			
Grade/Level	7	8	9	10
Number of Pupils	3	3	3	3
Total	12			

4. All participating public and private schools are required to accomplish a one-page **Registration Form (MMC Form No. 1)**, a photocopy of which should be sent directly to the **DepEd Division Math Supervisor** in-charge on or before **November 20, 2015**.
5. The school must present the original copy to the registration in-charge together with identification cards during the Elimination Round on **January 14, 2016** (Elementary) or **January 15, 2016** (High School). This serves as permit in joining the competition. **"No permit, No Entry"** policy shall be implemented.
6. The DepEd Division Math Supervisors shall then collate all MMC Form No. 1 submissions and accomplish the summary of participants (**MMC Form No. 2**) **ONLINE** indicating the testing centers and the total number of students per grade per testing center through an **MMC online portal** on or before **December 11, 2015**. Instructions are in MMC Document No. 4. Failure to submit may be a ground for disqualification of the Division in conducting the elimination round, which is scheduled on **January 14-15, 2016**.

II. ELIMINATION ROUNDS

7. The DepEd Division Math Supervisor shall be in-charge of the preparation, implementation and documentation of the Elimination Rounds competition. He/she will also be responsible for settling all questions, including protests, which may arise in the course of the competition, or a panel of advisers may be formed by the Schools Division Superintendent.

8. The test materials shall be prepared by MTAP and transmitted through the pre-assigned Metrobank branch for each Division. The pre-assignment and matching will be done by Metrobank Foundation.
9. In case there is no Metrobank branch in the area, the test materials shall be delivered directly to the DepEd Division Office/s addressed to the Schools Division Superintendent.
10. The concerned Branch Manager or Schools Division Superintendent shall turn over the questionnaires personally to the Division Math Supervisor on **January 13, 2016** for Elementary and **January 14, 2016** for High School.
11. The Division Math Supervisor shall then turn over the questionnaires to the Testing Center Coordinators on the same dates. A certification on top of the package which contains the questionnaires will be signed by the Metrobank Branch Manager, Schools Division Superintendent, the Division Math Supervisor, and the Testing Center Coordinator to document the said turn over of test questionnaires.
12. A Division may have one or more testing centers depending on the distance between the schools, the size of the Division and the number of participating schools. It will be feasible to have one center per District for the elementary. For the High School, a cluster of towns may have one center. A cluster of City Divisions with very few Secondary schools may also have just one center.

Example: Suppose Division A has 20 participating schools. Then, there will be 20 x 3 or 60 students/grade level or a total of 360 pupils from Grades 1 to 6 who will take the test in the Center. If those 20 schools are very far from each other, the Division may have more than one center for them.
13. The test materials will be opened publicly by the Testing Center Coordinator just before the start of the competition at **8:00 a.m.** A short opening program may be conducted where the materials will be officially opened. A certification will be signed by the Testing Center Coordinator and selected proctors to document the proceedings.
14. In case the number of questionnaires sent is not enough, photocopying is **NOT ALLOWED**. Only pre-registered participants shall be allowed to take the test. Thus participating schools must ensure that they submitted a photocopy of their MMC Form No. 1 to their local DepEd Divisions and that the date encoded online (**MMC Form No. 2**) are submitted on time and accurate.
15. The Elimination Round should be held simultaneously in all regions nationwide on January 14-15, 2015 at 8:30 a.m. **As agreed upon by the MMC National Steering Committee, conduct of the contest other than this schedule is not allowed.**
16. The test papers will be corrected using the answer key provided. Please refer to the Guidelines in Checking the Test Papers.
17. The winners of the elimination round should be announced as soon as test papers are corrected and within the date of the competition. In case the results will not be released because of a valid reason (i.e. too many schools joined and the assigned correctors will not be able to finish checking the test papers on time), the Division Math Supervisor should announce the results not later than before **January 22, 2016**.

18. Announcement of results of the elimination round should be formalized through the issuance of a DepEd Division memorandum circular.
19. Concerned Division Math supervisors are also required to post the results of the elimination round ONLINE via the MMC site.
20. The school scores of the whole Division per grade shall be ranked from highest to lowest. Please refer to the MMC Document No. 3 (Contest Mechanics) Item no. 13 for the guide in computing the total scores for participating schools.
21. The top 6 to 20 highest scoring schools qualify to participate in the **Division Team Finals** competition. The number of teams qualified to join the Division Finals is dependent on the number of participating schools in the elimination rounds. Please refer to matrix below:

Number of Participating Schools	Number of Teams to Qualify in the Division Finals	Number of Participating Schools	Number of Teams to Qualify in the Division Finals
15 or fewer	Top 6	11-35	Top 14
16-20	Top 8	36-40	Top 16
21-25	Top 10	41-45	Top 18
26-30	Top 12	46 or more	Top 20

Note: 20 is the maximum number of teams because based on experience, it is the most manageable number for an oral team competition.

22. The DepEd Division Math Supervisors shall then submit the summary of the number of teams which are qualified to join the Division Finals (**MMC Form No. 3**) ONLINE through the **MMC online portal** on or before **January 22, 2016**. Delay in the submission will cause delay in sending the test materials.
23. Certificates of Merit shall be awarded to students from Grades 1 to 10 who qualify under the following conditions in the Elimination Rounds based on their performance:

Rank	Grade 1 and 2	Grade 3 and 4	Grade 5 to 10
1 st Honors	For those who get 27 or more correct answers	For those who get 36 or more correct answers	For those who get 45 or more correct answers
2 nd Honors	For those who get 24 to 26 correct answers	For those who get 32 to 35 correct answers	For those who get 40 to 44 correct answers
3 rd Honors	For those who get 21 to 23 correct answers	For those who get 28 to 31 correct answers	For those who get 35 to 39 correct answers

24. The top Grade 6 and Grade 10 individuals of each Division in the elimination rounds automatically qualify to the Regional Finals provided they meet the hurdle rate of 25 out of a perfect score of 50 or 50% out of the perfect score.

III. DIVISION FINALS

25. The **DepEd Division Math Supervisor** shall be in-charge of the preparation, implementation and documentation of the Division Finals competition including preparation of the program and designation of judges, proctors and hosts/quizzmasters. **He/she will also be responsible for settling**

all questions, including protests, that may arise in the course of the competition, or a panel of advisers may be formed by the Division Schools Superintendent.

26. The test materials shall be prepared by MTAP and transmitted through the same Metrobank branch in the Division/area which coordinated the elimination rounds.
27. In case there is no Metrobank branch in the area, the test materials shall be delivered to the Division Office/s addressed to the Schools Division Superintendent.
28. The concerned Branch Manager or Schools Division Superintendent shall turn over the questionnaires personally to the DepEd Division Math Supervisor **on the day of the Division Finals, i.e., February 4, 2016 (Elementary) and February 5, 2016 (High School).**
29. An Opening Program for the Division Finals should be made at **8:00 am** where the package of test questionnaires shall be **opened publicly** and witnessed by the Branch Manager or Schools Division Superintendent. This must be documented using digital or cellphone camera, as proof.
30. The Team Orals should be conducted in three different venues (Grades 1-2 in one venue, and Grade 2-3 in another venue, and Grade 5-6 in another venue). The competition should be held simultaneously, preferably on the stage, inside the gym or any function room that can accommodate the participants and audience for the competition.
31. The following schedule of competition shall be followed:

Elementary (February 4, 2016)			
Venue A	Venue B	Venue C	Time
Grade 1	Grade 3	Grade 5	8:30 am
Grade 2	Grade 4	Grade 6	10:00 am
High School (February 5, 2016)			
Venue A	Venue B	Time	
Grade 7	Grade 9	8:30 am	
Grade 8	Grade 10	10:00 am	

32. Concerned Division Math supervisors are also required to **post the result of the Division Finals ONLINE via the MMC site.**
33. The results of the Division Finals should be announced immediately after the competition and a DepEd memo should be issued to formalize the announcement. A copy of the memo should be furnished the DepEd Regional Math Supervisor for reference in preparation for the Regional Finals.
34. **Medals and certificates will be awarded to the members of the top 3 winning teams per grade/year level regardless of their scores.**
35. First place winners in the Grade 6 and Grade 10 in the Division Finals are qualified to compete in the **Regional Finals** provided they meet the hurdle rate of **30 points out of a perfect score of 60.**
36. Certificates of Recognition will be awarded to the schools of the top 3 winning teams. Certificates of appreciation will be given to all coaches and staff members of the competition. All non-winning contestants will be given certificates of merit.

37. The Division Math Supervisor shall submit a completion report on the conduct of the Elimination and Division Finals on or before **February 19, 2016**. Only an electronic copy of the report should be submitted through email at mmc_secretariat@yahoo.com, with the following content:

Elimination Rounds	
1.	Executive Summary (Narrative Report)
2.	Registration of the Contestants
3.	Copy of the Opening Program
4.	Certifications (Opening and Turnover of the Test Materials)
5.	Division Memorandum on the Results of the Elimination Rounds
6.	5 best photos (action shots)
Division Finals	
1.	Executive Summary (Narrative Report)
2.	Registration of the Contestants
3.	Copy of the Opening Program
4.	Certifications (Opening and Turnover of the Test Materials)
5.	Division Memorandum on the Results of the Division Finals
6.	List of Judges
7.	5 best photos (action shots)

IV. REGIONAL FINALS

38. The **DepEd Regional Math Supervisor** shall be in-charge of the preparation, implementation and documentation of the Regional Finals, including preparation of program, designation of judges, proctors, correctors for the individual competition and hosts/quizmasters. He/She must also endeavor to provide whatever assistance is needed by the MTAP representative.
39. An **MTAP representative** will assist in facilitating this stage of the contest, both for the individual and team competitions. ***He/she will also be responsible for settling all questions, including protests, that may arise in the course of the competition.***
40. The MTAP representative shall bring the questionnaires and awarding materials on the date of the contest. He/she will open the package containing the questionnaires at 8:00 am with the presence of the Schools Division Superintendent.
- A. INDIVIDUAL WRITTEN COMPETITION: (Grade 6 and Grade 10 only)**
41. The competition shall be conducted in a close room. For this competition, the contestants must use their code numbers given to them at the registration.
42. There may be more than one corrector for the papers, but only one may correct either Part II or III for the sake of consistency in the giving of partial credit. Each paper must be counter-checked by a corrector of another part of the paper.
43. The top three scorers will be awarded with certificates, medals and cash prizes regardless of their scores.
44. Certificates of merit will be given to all non-winning Regional Finalists while certificates of recognition will be given to all trainers/coaches.
- B. TEAM ORAL COMPETITION: (Grade 6 and Grade 10 only)**



CONTEST MECHANICS

MMC Document No. 3



I. ELIMINATION ROUNDS

1. The contestants from each participating school shall take the elimination round in a testing center designated by the Division. The elimination round is a written test.
2. Contestants register by sending a copy of their **MMC Form No. 1** to the local DepEd Division on or before **November 11, 2015**. Upon registration on the actual date of the elimination rounds, they present the original copy of MMC Form 1 and contestants shall be assigned their testing rooms.
3. Contestants in a testing room must be of the same grade level. Students from the same school must not sit beside each other nor one behind the other.
4. Contestants are **NOT** allowed to bring cellphone, ipad, ipod, camera, calculator, laptop computer and other gadgets inside the testing room.
5. The proctor shall distribute first the scratch papers where the contestants shall solve the problems. Contestants should write their names in all the scratch papers.
6. Before distributing the test papers, the proctor should tell the contestants that they should write **only** their name and school on the test paper. No one should begin answering the questions unless the proctor gives the signal to do so.
7. The proctor tells the contestants that **only the final answers** must be written on the test paper. All solutions shall be placed on the scratch papers which should also be turned over to the proctors together with the test paper.
8. The proctor informs the contestants of the time limit for the test. He gives the signal for the contestants to begin. Then, he writes on the board "Time Started: ____" and "Time Ends: ____"
Duration of the test:

Grade Level	Time Allotment
Grades 1 and 2	60 minutes
Grades 3 and 4	80 minutes
Grades 5 and 6	100 minutes
Grade 7 to 10	2 hours

9. Proctor gives 15 minutes and 5 minutes warning before the time is up. All test and scratch papers should be collected when the time is up.
10. The proctor shall give all papers (answered test papers, scratch papers, extra copies of questions) to the person in-charge of assigning the checkers.
11. If any student submits the paper before the time, the proctor shall accept it and ask the student to leave the classroom. The proctor shall collect ALL papers when the time is up and will not allow any extension.

12. The papers shall be corrected using the answer keys provided. Answer keys shall only be opened just before correction begins. Each correct answer merits one point.
13. The scores of the top two contestants of a school by grade/year level shall be added to form the school's score. Suppose the scores of the (3) contestants of *School A* in *Grade 1* are as follows:

Efren: 32 Rosa: 35 Jose: 38

- The score of *School A* will be $35 + 38 = 73$. The *Grade 1* team from *School A* will be composed of *Jose* and *Rosa*.
- Assuming *School A* qualifies to compete in the *Division Team Finals*, *Efren* will be the alternate if either *Rosa* or *Jose* is not available on the date of the competition.
- If in case both *Jose* and *Rosa* are not available to compete due to unforeseen circumstances, *Efren* will not be allowed to compete alone. Thus, their team will automatically be disqualified. **SUBSTITUTION IS NOT ALLOWED.**

II. DIVISION FINALS

14. The Division Finals is a written-oral team competition.
15. Each team will be provided with slips of paper for the answer to each question. Before the first question, they will write their team identification on each slip.
16. There shall be 20 questions: 10 fifteen-second questions worth 2 points each, 5 thirty-second questions worth 3 points each and 5 one-minute questions worth 5 points each for a total of 60 points.
- a. The 15-second questions are to be answered mentally. There will be no writing anywhere, neither on paper, the table, etc. The team, of two, will work together as one to discuss their answer to the question. They may start discussing their solution after the first reading of each question.
 - b. For the 30-second questions, scratch paper will be provided for each team-contestant. Contestants may begin solving as soon as they wish.
 - c. For 1-minute questions, a copy of the questions will be provided for each team. Scratch papers will be provided.
17. The quizmaster will read each question twice, after which he/she gives the GO signal. The timer starts when the quizmaster gives the GO signal.
18. Each answer will be written on the official answer slips provided. As soon as the buzzer rings, everybody must stop writing.
19. Proctors will collect the answer slips and give them to the judges who sort them into two sets: those with correct answers and those with wrong answers.
20. One of the judges will announce the teams with the correct answer. The scorers record the points obtained by each team for each correct answer.