



Republic of the Philippines  
**Department of Education**  
REGION III – CENTRAL LUZON  
SCHOOLS DIVISION OF SAN JOSE DEL MONTE CITY  
GRACEVILLE ELEMENTARY SCHOOL  
BRGY. GRACEVILLE, SAN JOSE DEL MONTE CITY

August 10, 2022

**SCHOOL MEMORANDUM  
NO. 070 s.2022**

To: Grade Leaders  
Master Teachers  
All Other concerned

**SCHOOL SEARCH FOR BEST MODELLED CLASSROOM/HALLWAY**

1. This office announces the search for the best modeled classroom and hallways for the school year 2022-2023.
2. This search aims to:
  - a. Prepare classroom for the opening classes this coming school year.
  - b. Develop creativity and resourcefulness of teachers and Stakeholders
  - c. Promote camaraderie among teachers and other stakeholders
3. Attached here are Enclosure 1 and 2 for the criteria.
4. The following are the schedule of evaluation and the panel of evaluators:

**Schedule of Evaluation**

First Quarter	August 19, 2022
Second Quarter	November 18, 2022
Third Quarter	February 24, 2022
Fourth Quarter	May 26, 2022

**Panel of Evaluators**

<b>Jeffrey DC. Herrera, MEd</b>	Teacher III
<b>Welmer T. Serrano, MAEd</b>	Master Teacher I
<b>Syche S. Tabuzo, PhD</b>	Master Teacher I
<b>Rochelle J. Esguerra</b>	Master Teacher I
<b>Dianalyn A. Palaganas PhD</b>	Principal II
<b>Ferdie Mostajo</b>	Brgy. Kagawad- Committee on Education
<b>Elmer B. Cano</b>	Brgy. Captain- Graceville

5. For the information and guidance of all concerned.

**DIANALYN A. PALAGANAS PhD**  
Principal II



School ID: 162503  
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**SCHOOL MEMORANDUM**  
**ENCLOSURE NO. 1**

**CRITERIA FOR CLASSROOM EVALUATION**  
**SY 2022-2023**

		%	O (5)	VS (4)	S (3)	NI (2)	NA (1)	Total (EQ)
<b>A</b>	<b>Teachers Deliverables</b>	<b>25%</b>						
	1. Daily Lesson Log							
	2. Most Essential Learning Competencies							
	3. Reference Book for Teaching							
	4. Individual Learning Monitoring Plan (ILMP)							
	5. Summative Notebook with TOS							
	6. School Form 1 (SF1)							
	7. School Form 2 (SF2)							
	8. Learners Portfolio							
	9. Teachers Program/ Class Program							
	10. Monthly Accomplishment Report (Adviser/ Coordinator)							
<b>B</b>	<b>Room Structure</b>	<b>25%</b>						
	1. Well Structured, Readdable and Updated bulletin Board							
	2. Teachers Corners: Monthly Monitoring Activities; Projects; Programs							
	3. Pupils Corner: Outputs, Birthday Corner, Daily Cleaners							
	4. Well Cleaned Ceiling, Doors, Windows, and Floors							
	5. Organized Cabinets, Furniture's, tables, books, SLMS, LAS							
	6. Cleaned Chalkboards							
	7. Properly Ventilated and Lighted							
	8. Well Cleaned Restroom/ with trash bins							
	9. Minimalist is observed							





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<b>C.</b>	<b>Safety Measures</b>	<b>10%</b>							
	1. Presence of COVID Essentials								
	2. Health Safety Signages								
	3. Properly Labeled Trash Bins (Minimum of 4)								
<b>D</b>	<b>Room Decorations</b>	<b>25%</b>							
	1. Literacy and Numeracy Corner								
	2. National Heroes								
	3. DepEd Officials								
	4. Science Corner								
	5. Monthly Values								
	6. NDEP Corner								
	7. DRRM Corner								
	8. WINS Corner								
	9. Reading, Listening, Writing, Speaking and Viewing								
<b>E</b>	<b>IT Equipment's</b>	<b>5%</b>							
	1. AVP Equipment's								
	2. Projector								
<b>E</b>	<b>Assigned Hallways</b>	<b>10%</b>							
	1. Well Cleaned, and presence of plants								

Prepared by:

**WELMER T. SERRANO, MAEd**  
Master Teacher I

Noted:

**DIANALYN A. PALAGANAS, PhD**  
Principal II

**EVALUATORS:**

**JEFFREY DC. HERRERA, MEd**  
Teacher III

**SYCHE S. TABUZO PhD**  
Master Teacher I

**WELMER T. SERRANO, MAEd**  
Master Teacher I

**ROCHELLE J. ESGUERRA**  
Master Teacher I

**DIANALYN A. PALAGANAS, PhD**  
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**FERDIE MOSTAJO**  
Brgy. Kagawad

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**SCHOOL MEMORANDUM**  
**ENCLOSURE NO. 2**

**CRITERIA FOR HALLWAY EVALUATION**  
**SY 2022-2023**

		%	O (5)	VS (4)	S (3)	NI (2)	NA (1)	Total (EQ)
<b>A</b>	<b>Hallway</b>	<b>50%</b>						
	11. Well Cleaned							
	12. Safety Signages/ Directions							
	13. Cleaned Washing Area							
	14. Properly Arranged/ Landscaped Healthy Plants							
	15. Well Maintained Library/ Numeracy and Literacy Area							
<b>B</b>	<b>Bulletin Boards</b>	<b>50%</b>						
	1. Subject/ Curriculum							
	2. Faculty Structure							
	3. DepEd Officials							
	4. National/Local Officials							
	5. Monthly Celebrations/Activities							
	6. Announcements							
	7. Monthly Accomplishment Reports							

Prepared by:

**WELMER T. SERRANO, MAEd**  
Master Teacher I

Noted:

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Principal II

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