



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


February 18, 2022

SCHOOL MEMORANDUM
NO. 011 s.2022

To: All Teachers

QUARTERLY EVALUATION OF CLASSROOM AND HALLWAYS SY 2021-2022

1. This office announces the conduct of classroom and hallway evaluation for 2nd Quarter SY 2021-2022 on February 24, 2022.
2. This activity aims to:
 - a. ensure school preparedness
 - b. sustain cleanliness and safety in case limited face-to-face is permitted; and
 - c. friendly learning environment is sustained through volunteerism.
3. See enclosure 1 and 2 for the revised evaluation rating sheet.
4. For information and dissemination.


DIANALYN A. PALAGANAS PhD
Principal II



School ID: 162503

Address: Graceville Ave. Brgy. Graceville, City of San Jose del Monte, Bulacan

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School Memorandum No. 011 s.2022
 Enclosure No. 1

CLASSROOM EVALUATION RATING SHEET

Name of Teachers:							
Room Name: (Gr&Sec)							
A. ROOM DECORATION (70 POINTS)		%	O (4)	VS (3)	S (2)	P (1)	EQ
1.	SIGNBOARD of the entrance of the room identifying the grade/section of learners and name of teacher-adviser/class program	5%					0.00
2.	Health Safety Signages and instructions are clear and complete.	5%					0.00
3.	Presence of CHALKBOARD properly framed on the wall facing class (5 points)	5%					0.00
4.	Covid Essential Corner a. alcohol b. handsanitizer c. facemask d. etc.	5%					0.00
5.	COLOR OF THE ROOM not glaring to the eyes (5 points)	5%					0.00
6.	Clean floor, chairs, furnitures and windows (5 points)	5%					0.00
7.	Presence of the following in the teachers' table: a. WHLP b. WWP c. IDLAR d. Individual Learning Monitoring Plan ILMP e. Summative Test f. Class Record	5%					0.00
8.	Availability of learners' output/learners' portfolio	5%					0.00
9.	A display of New Normal SCHOOL RULES & REGULATIONS (5 points)	5%					0.00
10.	Availability of teachers' varied instructional materials.	5%					0.00
11.	Well-arranged Self-Learning Modules/Textbooks	10%					0.00
12.	Well-arranged furnitures/ minimalist classroom layout (5 points)	10%					0.00
Subtotal							0.00
B. ROOM STRUCTURING (20 POINTS)			O	VS	S	P	EQ
1.	Well- structured reading area and updated bulletin boards	5%					0.00
2.	Well- structured Disinfection and Storage Area of Modules	5%					0.00
3.	Well- built ceiling, doors, and windows it must be safe to the learners	5%					0.00
4.	Well-ventillated classroom	5%					0.00
Subtotal							0.00
C. ASSIGNED AREA (10 POINTS)			O	VS	S	P	EQ
1.	a. It should be clean and planted with flowering plants and medicine plants (if applicable) b. with properly labeled garbage/trash bins c. clean handwashing area with soap, hand sanitizer etc.	10%					0.00
TOTAL POINTS EARNED-100%							0.00



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School Memorandum No. 011 s.2022
Enclosure No. 2

CRITERIA FOR JUDGING BEST HALLWAY AND STAIR AREAS OF THE SCHOOL

Name of Teachers:							
Room Name: (Gr&Sec)							
		%	O (4)	VS (3)	S (2)	P (1)	EQ
1.	Cleanliness	20%	4				20.00
2.	Directional signs and printed instructional signages are visible (physical distancing, health protocols, directions, etc.)	20%	4				20.00
3.	Clean hand washing area with water supply and soap	20%	4				20.00
4.	Well- arranged healthy plants.	20%	4				20.00
5.	Safe and free from harmful materials.	10%	4				10.00
6.	Presence of Mini Library Hub	10%	4				10.00
	Total	100%					100.00



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