



Republic of the Philippines
DEPARTMENT OF EDUCATION
Region IX, Zamboanga Peninsula
SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE
Capitol Drive, Estaka, Dipolog City

RELEASED
08 NOV 2016
BY: [Signature]
NAME/SIGNATURE
DATE:

MEMORANDUM

No. 424, s. 2016

TO: PSDSs
Principals/School Heads and Teachers (Elem. and Secondary)

FROM: **NATIVIDAD P. BAYUBAY, CESO VI**
Officer – In – Charge
Office of the Schools Division Superintendent

SUBJECT: **ADDENDUM TO THE DIVISION MEMO NO. 340 S. 2016 RE: FIRST
DIVISION SEARCH FOR THE MOST FUNCTIONAL SCHOOL
LEARNING RESOURCE CENTERS/CLASSROOMS**

DATE: August 24, 2016

1. In addition to the criteria attached in the **Division Memorandum no. 340 s. 2016 re: First Division Search for the Most Functional School Learning Resource Centers/Classrooms**, this office is sending herewith the additional criteria in some other subjects and the specific breakdown of points/rating per criterion.
2. For information and reference.

Addendum to the Criteria for the First Division Search for the Most Functional School Learning Resource Centers/ Classrooms Per Subject Area.

KINDERGARTEN

1. Management of the LRCs	60%
• Availability of Instructional Materials (IMs)	10
• IMs are contextualized	5
• Competency-based	10
• Labeled in portfolio	5
• Functionality of the following	30
- Water and sand area	5
- Play Area	5
- Literacy and numeracy area	10
- Circle Area	5
- Wash Area	5
 2. Impact of the implementation / significant change (should be evident)	 15%
• 50% of the kindergarten class got the Rating of "K" in the progress report of the 2 nd quarter	15
• 30% of the kindergarten class got the Rating of "K" in the progress report of the 2 nd quarter	10
• 20% of the kindergarten class got the Rating of "K" in the progress report of the 2 nd quarter	5
 3. Physical Facilities Maintenance	 15%
• LRC set-up / innovation and orderliness	3
• IT Component and Connectivity	2
• Durability	10
 4. Support sustainability	 10%
• Allocation of MOOE	5
• Support from external and internal stakeholders	3
• Inclusion in the SIP	2
 TOTAL	 100%

ENGLISH (ELEMENTARY / SECONDARY)

1. Functionality of the ilove2read / CARE & SHARE materials	30%
• Fully accomplished reading contracts / logsheets	5
• Readability of entries e.g. chandelier of words (front size of each letter is 70-Times New Roman)	5
• Durability of the materials	10
• Availability of contextualized materials	10
2. Evidence on the implementation of the specific programs/ suggested per grade level (elementary & secondary)	30%
• Documentation of the suggested activities per grade level	2
• Presence of logbooks (dates when the activities are taken up must be noted) -	2
• Completeness of files of ilove2read (starting 4 th Quarter of SY 2015-2016; 1 st and 2 nd quarters of SY 2016-2017)	5
• Promptness in the submission of reports per quarter of the ilove2read, CARE & SHARE (Form 1, Form2, Form3)	3
• Neatness of reports	3
• Orderliness in the set up of TG, LM, CG, DLL, Integration of Scouting, SIMs, etc. -	5
• Completeness of files of reports on CARE & SHARE for the last 3 years from SY 2013-2014, 2014-2015, 2015-2016 up to the second quarter of SY 2016-2017	10
3. Impact on the implementation of ilove2read / CARE & SHARE programs	30%
• Students' ability to answer questions	5
• Zero non-reader	10
• Parents' involvement	5
• Certification in the actual participation of the 2016-2017 English Festival in the school, District or Division levels (categories are lifted from the ilove2read and CARE & SHARE Programs)	10
4. Resourcefulness / Creativity of the teacher	10%
TOTAL	100%

EDUKASYON SA PAGPAPAKATAO (Elementary & Secondary)

1. Values Education corner: Program DRIVE and other related reading materials - 35%

- Narrative and Pictorial documentations of the Program DRIVE ----- 10
- GSP & BSP Integration documents, to all grades level integrated in quarterly periodic test (test items question files) ----- 5
- Availability of contextualization and localization materials ----- 10
- SIMs module and intervention records ----- 10

2. Manifestation and evidence on the implementation of the Program in all Grade levels – 30%

- Monthly Supervisory Plan ----- 7
- Copies of technical assistance observation notes ----- 3
- Documents form; forms EPS-F1 & EPS-F2 (inventory) files ----- 5
- Records of the teachers and pupils / students profiles ----- 5
- Compilations of TG, LM, CG, DLL, related instructional integration strategies to ESP – 5
- Narrative report/ accomplishment documents on the Family ensemble festival -- 5

3. Scope and impact of the implementation of PROGRAM DRIVE ----- 25%

- Records and MPS of quarterly periodic tests, and least learned items --- 10
- Innovation and integrated intervention initiated by the Values teachers --- 10
- Yearly plan for Edukasyon sa Pagpapakatao (SWOT / SMART strategies) --- 5

4. Documents on Teachers innovation, resourcefulness, creativity and suggestions – 10%

TOTAL ----- 100%

ARALING PANLIPUNAN

1. Functionality and implementation of the Self-Instructional materials (SIMS)-70%

- Availability of contextualized, localized, indigenized materials ----- 20
- Availability of SIMs, 1-5 per Garding Period ----- 20
- Durability of the Materials ----- 10
- Presence of logbooks indicating the Subject Matter SIMs were used ----- 10
- Orderliness in the set up of SIMs, TGs, LMs and CG ----- 10

2. Impact ----- 30%

- Mastery of the competencies (Mastery Level should be Evident) ----- 15
- Quarterly Result in graph with analysis ----- 15

TOTAL ----- 100%

EPP / TLE

1. Content	-----	30%
• Content is current	-----	5
• Content is Accurate	-----	5
• Content support K to 12 Curriculum	-----	5
• Scope / range and depth of the content are appropriate to pupils / students needs	----	5
• Level of difficulty is appropriate for the pupils / students	-----	5
• Content integrates real-life experiences	-----	5
 2. Instructional Design	-----	30%
• Instructional goals and learners objectives are clearly stated	-----	6
• Resource is suitable for a wide range of learning / teaching styles	-----	6
• Resource promotes students / pupils Engagement	-----	6
• Resource encourages student creativity	-----	6
• Materials are well organized and structured	-----	6
 3. Technical Design	-----	20%
• Appropriate support materials are provide	-----	3
• Visual design is interesting and effective	-----	3
• Illustrations are effective and appropriate	-----	3
• Users can easily employ the resource	-----	3
• Design is suitable for the classroom / center	-----	4
• Resource makes effective use of various mediums	-----	4
 4. Social Considerations	-----	20%
• Gender of sexual roles	-----	2
• Belief systems	-----	1
• Age	-----	2
• Socio-economic status	-----	2
• Political bias	-----	2
• Regional bias	-----	2
• Multiculturalism or anti-racism	-----	1
• Aboriginal culture of roles	-----	2
• Special needs	-----	2
• Ethical or legal issues	-----	2
• Safety standards compliance	-----	2
 TOTAL	-----	100%

MATH (Elementary)

1. Cutout of different objectives objects and shape	-----	5
2. Counters (bottle caps, plastic straw, rubber bands and popsicle)	----	5
3. Flash cards	-----	5
4. Number Cards	-----	5
5. Activity cards (used in cooperative learning)	-----	15
6. Solid figure displayed with formula	-----	5
7. Plane figures with formula of areas	-----	5
8. Place value number disks	-----	3
9. Place value charts	-----	2
10. Meters counter chart	-----	5
11. Products and factors chart	-----	5
12. Ruler	-----	5
13. Scissors	-----	5
14. Protractor for students and teachers	-----	5
15. Compass for students and teachers	-----	5
16. Tape measure	-----	5
17. Show me board	-----	15
TOTAL	-----	100%

MATH (Secondary)

1. Activity card (every lesson)	-----	15
2. Solid Figure with formula of volume	-----	5
3. Plane figures with formula of areas	-----	5
4. Metric Converter chart	-----	5
5. Products and factor charts	-----	5
6. Different Algebraic Formula posted	-----	10
7. Ruler	-----	5
8. Protractor for students and teachers	-----	10
9. Compass for students and teachers	-----	10
10. Meter stick	-----	5
11. Tape measure	-----	5
12. Show me board	-----	5
13. Graphing board	-----	15
TOTAL	-----	100%

OVER-ALL CRITERIA per CATEGORY

A. Most Functional Learning Resource Classroom

B. Most Functional School Learning Resource Center

1. Management of the LRCs	-----	64%
• English	-----	8%
• Filipino	-----	8%
• Mathematics	-----	8%
• Science	-----	8%
• Araling Panlipunan	-----	8%
• TLE	-----	8%
• MAPEH	-----	8%
• ESP	-----	8%
 2. Physical Facilities Maintenance	 -----	 15%
• LRC set-up/innovation and orderliness	-----	5
• IT Compound and Connectivity	-----	2
• Durability	-----	8
 3. Support sustainability	 -----	 6%
• Allocation in the MOOE	-----	2
• Support from external and internal stakeholder	-----	2
• Inclusion in the SIP	-----	2
 4. Impact of the implementation / significant change (should be evident)	 -----	 15%
 TOATL	 -----	 100%

Republika Ng Pilipinas
KAGAWARAN NG EDUKASYON
Rehiyon IX, Zamboanga Peninsula
SANGAY NG ZAMBOANGA DEL NORTE
Lungsod Dipolog

MGA PANUNTUNAN SA PAGHAHATOL (FILIPINO)
(Elementarya)

Division Search for the Most Functional School Learning Resource Centers/Classrooms

A. STRUKTURA (Structure) ----- 40%
1. Pagkamalikhain ----- 20%
2. Pagsasaayos ng mga kagamitan ----- 20%

B. NILALAMAN (Content) ----- 60%

Nagagamit sa loob ng klasrum ang mga sumusunod:

1. TG,LM,CG para sa Baitang ----- 10%
2. Mga Gawain sa Filipino per Memorandum Pansangay Blg. 73 serye 2014 ----- 25%
- a. Limang Salita sa Bawat Linggo (5SBL) Baitang 1
 - b. Isang Talat sa Bawat Linggo (1SBL) Baitang 2
 - c. Pagpapahalaga sa Magkasingkahulugan na Salita(PMS)Baitang 3
 - d. Linangin ang Magkasalungat na Salita (LMS)Baitang 4
 - e. SALAWIKAIN (S-5) Baitang 5
 - f. Kalipunan ng mga Pagsasanay (200 items)- Baitang 6

3. Paggamit ng Malaking Aklat
per Memorandum Pansangay Blg. 126 serye 2016- ----- 25%

- a. 10 Malaking Aklat – ang mga kuwento ay angkop sa Baitang 1
- b. 10 Malaking Aklat – ang mga kuwento ay angkop sa Baitang 2

3.1. Paggamit ng Kalipunan ng Maikling Kuwento, Alamat, Pabula, Parabula
per Memorandum Pansangay Blg. 159, serye 2016

- c. Maikling Kuwento – Baitang 3
- d. Alamat - Baitang 4
- e. Pabula - Baitang 5
- f. Parabula - Baitang 6

KABUUAN -----100%