



Republic of the Philippines
Department of Education
REGION III – CENTRAL LUZON
SCHOOL DIVISION OF SAN JOSE DEL MONTE CITY
KAYPIAN ELEMENTARY SCHOOL
BARANGAY KAYPIAN, SAN JOSE DEL MONTE CITY

August 24, 2023

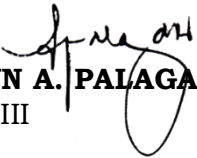
SCHOOL MEMORANDUM

No. 050 s. 2023

To: Master Teachers
Grade Leaders
Advisers
School Governing Council (SGC)

**SCHOOL-BASED SEARCH FOR WELL-MANAGED CLASS, BEST MODELLED
HALLWAY AND STAIR AREAS**

1. This office announces the conduct of School-based search for well-managed class and best modelled hallway and stair areas for SY 2023 – 2024.
2. This activity aims to ensure the safety of the learners inside and outside the classroom premises.
3. Evaluation will be done every last Friday of the quarter for sustainability of the implementation.
4. Attached are the enclosures No. 1 and 2 of this memorandum for the criteria and name of the validators.
5. For information and guidance.


DIANALYN A. PALAGANAS PhD
Principal III

MATATAG

Bansang Makabata  Batang Makabansa

SECUREd KaypESians

Strengthening and Ensuring
Commitment of the Unified and

Resilient Stakeholders in Achieving Quality Education



Kaypian Elementary School

School ID: 107157

Kaypian Road Barangay Kaypian, San Jose del Monte City 3023

Official Email: 107157.sjdmc@deped.gov.ph

Official Website: www.kaypes.weebly.com





Republic of the Philippines
Department of Education
REGION III – CENTRAL LUZON
SCHOOL DIVISION OF SAN JOSE DEL MONTE CITY
KAYPIAN ELEMENTARY SCHOOL
BARANGAY KAYPIAN, SAN JOSE DEL MONTE CITY

Enclosure no. 1 of the School Memorandum No. 050 s. 2023

A. CRITERIA FOR WELL-MANAGED CLASS

		%	O (4)	VS (3)	S (2)	P (1)	EQ
1.	Clear Rules						
	a. Reasonable and necessary	5%					
	b. Clear and understandable	5%					
	c. Consistent with instructional goals	10%					
	Sub Total	20%					
2.	High Learners' Engagement and involvement						
	a. Learner - centered	30%					
	• Learner – teacher interaction	10%					
	• Learner – material interaction	10%					
	• Learner – learner interaction	10%					
	b. Well-prepared instructional materials	20%					
	Sub Total	50%					
3.	Observe positive discipline	30%					
	Total	100%					

B. CRITERIA FOR SUSTAINED HALLWAY and STAIR AREAS

		%	O (4)	VS (3)	S (2)	P (1)	EQ
1.	Safe and free from harmful materials	30%					
2.	Free from unnecessary artwork	20%					
3.	Free from stockpile materials	10%					
4.	Well-cleaned area	10%					
5.	Well-maintained floor area	10%					
6.	Presence of mini-reading area	20%					
	Total	100%					

C. CRITERIA FOR CLASSROOM EVALUATION SY 2023-2024

		%	O (4)	VS (3)	S (2)	P (1)	EQ
a.	Classroom walls shall remain bare and devoid of posters, decorations or other posted materials	20%					
b.	Classroom should not be used to stockpile materials and should be clear of other unused items or items for disposal	30%					
c.	Classroom wall paint should follow the prescribed color	10%					
	Things to be removed inside the classroom	40%					
	• Unnecessary artwork, decorations, tarpaulin & posters						
	• Oversized						
	• Unused modules/ signages with commercial advertisements, words of						



Kaypian Elementary School

School ID: 107157

Kaypian Road Barangay Kaypian, San Jose del Monte City 3023

Official Email: 107157.sjdmc@deped.gov.ph

Official Website: www.kaypes.weebly.com





Republic of the Philippines
Department of Education
 REGION III – CENTRAL LUZON
 SCHOOL DIVISION OF SAN JOSE DEL MONTE CITY
 KAYPIAN ELEMENTARY SCHOOL
 BARANGAY KAYPIAN, SAN JOSE DEL MONTE CITY

	<p>sponsorships, and/or endorsements or announcements of any kind or nature LAS, notebooks, books,</p> <ul style="list-style-type: none"> • Students' projects/ outputs from previous years • Hanging decorations (or attached to the ceiling) • Quotation posters, Alphabet posters, DRRM Posters (you may post them outside the classroom or offices) • Plastic Flowers and/or Plants (you may place them outside the classroom) • Garbage Bin (you may place them outside the classroom) • Handwashing Facilities • Unnecessary chairs, tables, appliances, mirrors, pictures/frames of presidents, etc. <p>Suggested things to be displayed inside the classroom</p> <ul style="list-style-type: none"> • Bulletin Board (announcements, list of offices, sweepers, etc.) • Unit Board (Competency for the quarter, MPS) • DepEd Mission and Vision, Lupang Hinirang, Panatang Makabayan • Heroes (optional) • Cabinet (1 to 2 only), teachers table with chair and demo table • Water dispenser & TV (optional) • Curtains- windows & chalkboard (for windows, use valance) • Image of Jesus/ Cross • Broom stand • Door Label (attached to doors) with teacher's program and class program • Attendance chart/ supervisory 						
	Total	100%					

Enclosure no. 2 of the School Memorandum No. 050 s. 2023





Republic of the Philippines
Department of Education
REGION III – CENTRAL LUZON
SCHOOL DIVISION OF SAN JOSE DEL MONTE CITY
KAYPIAN ELEMENTARY SCHOOL
BARANGAY KAYPIAN, SAN JOSE DEL MONTE CITY

LIST OF VALIDATORS

MAIN CAMPUS

- | | | |
|-------------------------------|---|-------------------|
| 1. Ma. Cristylyn Mae B. Cagay | - | SGC |
| 2. Sherilyn L. Gilok | - | SPTA Officer |
| 3. Ma. Luisa Orosa | - | SGC |
| 4. Erly Joy N. Flores | - | Master Teacher II |
| 5. Arlene T. Cruz | - | Master Teacher I |
| 6. Rose Ann Amaro | - | Task Force Agila |
| 7. Dianalyn A. Palaganas PhD | - | Principal III |

ANNEX CAMPUS

- | | | |
|------------------------------|---|---------------------------|
| 1. Chona C. Virador | - | SPTA Officer |
| 2. Sammy Lyn DeBelen Alvarez | - | SGC |
| 3. Jenielyn S. Racca | - | SGC Co-Chairman |
| 4. Wiggy Dela Cruz-Roño | - | SGC |
| 5. Janelle Binuya Doctor | - | Task Force Agila |
| 6. Mariefe I. Baltazar | - | Master Teacher I |
| 7. Blesilda G. Benjamin | - | Administrative Officer II |



Kaypian Elementary School

School ID: 107157

Kaypian Road Barangay Kaypian, San Jose del Monte City 3023

Official Email: 107157.sjdmc@deped.gov.ph

Official Website: www.kaypes.weebly.com

