

## SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member:

ANNIE FAMELA B. RODRIGUEZ

Program Involvement (1)		Percentage Weight of Involvement (2)	Numerical Rating (Rating x %) (3)	Equivalent Numerical Rating (2x3)
1.	Instruction			
	a. Head (50%) from IPCR	0.50	3.16	1.58
	b. Student (50%) from Teaching Performance Eval'n. By-Students	0.50	5.00	2.50
Total for Instruction		100%	4.08	4.08
2.	Administration and Support Services			
TOTAL		100%	TOTAL EQUIVALENT NUMERICAL RATING	4.08

EQUIVALENT NUMERICAL RATING:

4.08

Add: Additional Points, if any:

-

TOTAL NUMERICAL RATING:

4.08

ADJECTIVAL RATING:

VERY  
SATISFACTORY

Prepared by:

  
**ANNIE FAMELA B. RODRIGUEZ**

Name of Faculty

Reviewed by:

  
**SHALOM GRACE C. SUGANO**

Department Head

Recommending Approval:

  
**ALED A. VILLOCINO**

Dean/Director

Approved:

  
**BEATRIZ S. BELONIAS**

Vice President

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, **ANNIE FAMELA B. RODRIGUEZ**, of the **VSUIHS** commits to deliver and agree to be rated on the attainment of the following accomplishment in accordance with the indicated measures for the period July, 2019 to December 2019.

**ANNIE FAMELA B. RODRIGUEZ**

Ratee

Approved:

**SHALOM GRACE C. SUGANO, Ph.D.**

Head of Unit

MFO & PAPS	Success Indicator	Task Assigned	Target	Actual Accomplishment	Rating				Remarks
					Q <sup>1</sup>	E <sup>2</sup>	E <sup>2</sup>	A <sup>4</sup>	
Secondary Education	FTE	Taught Senior High School and Junior High School	40	40.85	3.5	3.5	3.5	3.5	English II, Oral Communication
	Number of Instructional Materials developed/revised and Utilized: - Revised syllabi within the year	Revised syllabus to OBE-compliant syllabi	1	1	3.5	3.5	3.5	3.5	English II, Oral Communication
	Revised	Revised course outline before classes starts	1	2	3.5	3.5	3.5	3.5	English II, Oral Communication
	- Teaching Guides/Handouts	Developed and revised teaching guides/handouts	1	2	3.5	3.5	3.5	3.5	English II, Oral Communication
	- Teaching Aid (Powerpoint/visual aids/etc)	Developed IMs and power presentations	1	2	3.5	3.5	3.5	3.5	English II, Oral Communication
	- Laboratory Guide	Revised Laboratory guide	0	0	0	0	0		
	- On-line interactive learning resources per subject	Utilize On-line interactive learning resources	0	0	0	0	0		
	• Number of organization	Advised student organization	1	2	3.5	3.5	3.5	3.5	Grade 8-Chico, English Club

	<ul style="list-style-type: none"> <li>Number of student-related activities assisted</li> </ul>	Assisted student-related activities	5	9	3.5	3.5	3.5	3.5	Conference with Parents, Acquaintance party, Buwan ng Wika, Sports Intramurals for Students/Faculty, English Month, Math and Science Month, Division Schools Press conference, World Teachers day, Schools Christmas Party
	<b>Total for Instruction</b>				3.5	3.5	3.5	3.5	
<b>Support Operation to the College of Education</b>	Instructional Services								
	*No. of Practice Teachers Mentored and Evaluated		3	3	3	3	3	3	
	No. of Field Study Students Assisted		3	3	3	3	3	3	
	<b>Average Rating</b>				3	3	3	3	
<b>Administrative functions &amp; other special assignments</b>	Special Assignments from Office of the Dean and Principal								
	-Performs secretary functions such as keeping records and minutes - Performs register functions such as keeping and updating students forms	- School Secretary  - Adviser of Grade 8 Chico	-90% compliance  -90% compliance	-99% Compliance  -99% Compliance	3  3	3  3	3  3	3  3	
	<b>Total for Administrative Functions and other Assignments</b>				3	3	3	3	
<b>Total Over-all Rating</b>					9.5	9.5	9.5	9.5	




Average Rating (Total Over-all rating divided by 4)		<b>3.16</b>
Additional Points		x
Punctuality		xx
Approved Additional Points (With copy of approval)		xxx
FINAL RATING		<b>3.16</b>
ADJECTIVE RATING		<b>SATISFACTORY</b>

Comment Recommendation for Development Purpose:  
*She works well with others. She is self-motivated and strives to improve her performance. She is willing to learn more for personal and professional growth.*


Evaluated & Rated by:

  
**SHALOM GRACE C. SUGANO, Ph.D.**  
 Dept/Unit Head

Recommending Approval:

  
**ALELI A. VILLOCINO, Ed.D.**  
 Dean/Director

Approved by:

  
**BEATRIZ S. BELONIAS, Ph.D.**  
 Vice President

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

- 1 – Quality
- 2 – Efficiency
- 3 – Timelines
- 4 – Average

## PERFORMANCE MONITORING FORM

Name of Employee: ANNIE FAMELA B. RODRIGUEZ


Task No.	Task Description	Expected Output	Date Assigned	Expected Date to Accomplish	Actual Date Accomplished	Quality of Output*	Over-all Assessment of Output**	Remarks/ Recommendation
1	Teach English II (English Grammar and Composition and Afro-Asian Literature) to all Grade 8 students	Deliver quality instruction and develop life-long learning to Junior students.	July 2020	May 2020	May 2020	Very impressive	Outstanding	
2	Teach Core Subject (Oral Communication) to STEM-A, STEM-B, and ABM Grade 11 students	Deliver quality instruction and develop life-long learning to Senior students	July 2020	May 2020	May 2020	Very impressive	Outstanding	
3	Revise course outline in English II	Couse outline contains updated topics	July 2020	July 2020	July 2020	Very impressive	Outstanding	
4	Develop PowerPoint Presentation as teaching materials for Oral Communication	A more comprehensive and activity-based ppt. presentation.	July 2020	July 2020	July 2020	Very impressive	Outstanding	
5	Develop evaluation and assessment tools to rate students' performance	Collect projects, assignments, check, develop rubrics to assess students in performance based task and creating games or activities that enhances their reading, writing, listening and speaking skills.	July 2020	July 2020	July 2020	Very impressive	Outstanding	
6	Hosted VSUIHS radio program "What's Up Hiskol" on air over DYDC FM radio	Gives relevant information and facts to program.	July 2020	July 2020	July 2020	Very Impressive	Outstanding	

7	Submit reports and other requirements	Submit DTR, minutes, grade sheets	July 2019 to December 2019			Very Impressive	Outstanding	
8	Assist and organize school-related activities	Assist in checking attendance/monitoring of students in activities like Conference with Parents, Acquaintance party, Buwan ng Wika, Sports Intramurals for Studets/Faculty, English Month, Math and Science Month, World Teachers' day , Division Schools Press Conference, Division and City Meet	July 2019 to December 2019			Very Impressive	Outstanding	
9	Assist and monitor the English Club	Assist the activities conducted by English Club, Dramatics and the Glee Club/The Musicurom (English Culmination, Division Schools Press Conference)	July 2019 to December 2019			Very Impressive	Outstanding	
10	Attend seminars/conferences/trainings	Attend as participant in the Division Training of the Untrained Senior High School Teachers Relative to the K to 12 Basic Education Curriculum held at Baybay City Division Learning Center	July 2019 to December 2019			Very Impressive	Outstanding	
11	Supervise and performs as an adviser of Grade 8-Chico students and English Club	Monitor performance and assign responsibilities to the advisees	August 2019	November 2019	November 2019	Very impressive	Outstanding	

\* Either very impressive, impressive, needs improvement, poor, very poor

\*\* Outstanding, very satisfactory, satisfactory, unsatisfactory, poor

Prepared by:

  
**SHALOM GRACE C. SUGANO, Ph.D.**  
Unit Head