


SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS

Name of Faculty Member: SHEERWINA MAE A. GONZAGA

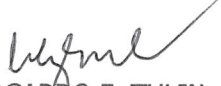

Program Involvement (1)	Percentage Weight of Involvement	Numerical Rating (Rating x %)	Equivalent Numerical Rating
(1)	(2)	(3)	(2x3)
1. Instruction			
a. Head/Dean (50%)		4.81x50%=2.408	
b. Students (50%)		5 x 50% = 2.50	
TOTAL for Instruction	75%	4.908	3.68
2. Research	10%	0	0
3. Extension	0%	0	0
4. Administration	15%	5	0.75
5. Production	0%	0	0
TOTAL			4.43

EQUIVALENT NUMERICAL
RATING: 4.43
Add: Additional Points, if any: _____
TOTAL NUMERICAL RATING: 4.43

ADJECTIVAL RATING: Very Satisfactory

Prepared by: 
SHEERWINA MAE A. GONZAGA
Name of Faculty

Reviewed by: 
ROSARIO P. ABELA
Department Head

Approved by: 
EDGARDO E. TULIN
 President

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, SHEERWINA MAE A. GONZAGA, of the VSU Laboratory High School commits to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period JANUARY to JUNE, 2018.

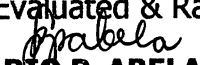

SHEERWINA MAE A. GONZAGA
 Ratee

Approved: 
ROSARIO P. ABELA
 Head of Unit

MFO & PAPs	Success Indicators	Tasks Assigned	Target	Actual Accomplishment	Rating				Remarks
					Q ¹	E ²	T ³	A ⁴	
Advanced & Higher Education Services: Education Services as Laboratory High School of the College of Education	FTE								
	• TL	Teaching	12.75	40.2	5	5	5	5	English IV, Values Education
	Number of Instructional Materials Developed/Revised and Utilized:								
	• Revised syllabi within the year		1	1	4	5	5	4.67	English IV
	• Teaching Guides / Handouts		1	2	4	5	5	4.67	English IV, Values Education
	• Teaching Aid (PowerPoint/visual aids/etc)		1	2	4	5	5	4.67	English IV, Values Education
	• Laboratory Guide								
	Student Advising and Consultation Services:								
	• Number of organizations advised		1	3	4	5	5	4.67	Grade 10 Saturn Adviser, Grade 10 Coordinator, English Club, The Tiller
	• Number of student-related activities assisted		5	5	5	5	5	5	Valentines Day Program, VSULHS Entrance Examination, MAPEH Culmination, English Month Culmination, Promotional Program
Average Rating								4.78	
Support to Operation to the College of Education	Instructional Services								
	• No. of Practice Teachers Mentored and Evaluated		0						
	• No. of Field Study Students Assisted		0	6	5	5	4	4.67	
	Other services								
	• Other services provided to VSU activities and other agencies								
Personal development and welfare support	Trainings / Seminars / Conferences Attended:								


	• Approved or Conducted by DepED								
	Other services								
	Average Rating							4.67	
Administrative functions & other special assignments	Special Assignments from Office of the Principal								
	• Performs registrar functions such as keeping and updating students forms, VSULHS Entrance Exam assisted, Attendance to meetings called by the principal, to improve the school site, committee assignments, & other special assignments	Guidance Facilitator, LIS Coordinator, Assisted VSULHS Entrance Exam, Clean and Green Committee	90% compliance	100%	5	5	5	5	
Average Rating								5.00	
Total Over-all Rating									

Average Rating (Total Over-all rating divided by 3)		4.81	Comments & Recommendations for Development Purpose: <i>you are a good counselor to the students.</i>
Additional Points:			
Approved Additional points (with copy of approval)			
FINAL RATING			
ADJECTIVAL RATING			

Evaluated & Rated by:

ROSARIO P. ABELA, ED.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 – Timeliness

4 – Average

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: Ms. Sheerwina Mae A. Gonzaga
Performance Rating: Very Satisfactory

Aim: To produce instructional materials on subjects handled.

Proposed Interventions to Improve Performance:

Date: June 2018 Target Date: July to December 2018

First Step:
To produce at least 1 IM/subject

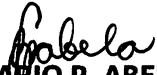
Result:


Date: _____ Target Date: _____

Next Step:

Outcome:

Final Step/Recommendation:

Prepared by:

ROSARIO P. ABELA, Ed.D.
Unit Head

Conforme:

SHEERWINA MAE A. GONZAGA, M.Ed.
Name of Ratee Faculty/Staff