



**MADRE GIOVANNA ZIPPO LEARNING CENTER**  
(Buklod Kalinga Para sa Kapwa-Association for Others Inc.)  
Southville 7 Brgy. Dayap Calauan, Laguna  
Email Address: [madregiovannazippo.buklod1210@gmail.com](mailto:madregiovannazippo.buklod1210@gmail.com)  
Contact no: **09068877466 / 09109911773**



# SCHOOL SUMMER REPORT MARCH- JULY 2020 SCHOOL YEAR 2020-2021

Prepared by:

**DR. ADELINA L. ACELAJADO**  
School Principal



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## **I. INTRODUCTION**

Madre Giovanna Zippo Learning Center ends classes for S.Y 2019-2020 by conducting a RETREAT for graduating class last MARCH 12,2020 with the theme: “Let the Past Go, Embrace The Future and Enjoy The Present”. The recollection program was headed by Fr. Darwin Tolentino. As we observed all the graduating students listened very carefully react and interact with one another. At the end of the two day retreat we assessed that it is very successful in the formation of values development of our students.

However, graduation of class 2019-2020 of MGZLC, was not pursue because of Pandemic crisis all over the world, the parents, students and teachers of the graduating class understand the present situation so they agreed to postpone this closing school activity and the continuation of the graduation will be done when everything is back to normal.



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## II. STAFF DEVELOPMENT

Even, we are in the time of crisis the faculty and the school personnel still fulfil their duties, obligation and responsibilities in a manner consistent with the Directives of Administration Sr. Resmay Memorial and the School Principal Dr. Adelina L. Acelajado.

### SCHOOL FACILITY AND PERSONNEL

#### Working Together for Quality Education

NAME OF THE TEACHERS PER GRADE LEVEL	
Miss Sarah Mae Mico	Nursery
Miss Ma. Carmela Angelo	Kinder
Miss Michelle N. Bilolo	I – A
Miss Charlene Berte	I – B
Miss Anna Lyka Santos	II – A
Mr. Teody Jr. Mendez	II – B
Miss Janeuary Arroyo	III
Mr. Reynante Guevarra Jr.	IV
Miss Rebecca Dorado	V
Miss Maricris C. Fontalba	VI

TEACHER – STUDENT RATION		
GRADE LEVEL	NUMBER OF TEACHERS	NUMBER OF STUDENTS
Nursery	1	36
Kinder	1	52
I	2	46
II	2	39
III	1	45
IV	1	37
V	1	33
VI	1	24
	10	312



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## TEACHERS PROFILE OF NEWLY HIRED TEACHERS AND THE SENIOR TEACHERS

Name: Ma. Carmela Angelo  
Teacher: Cher Carmela  
Degree Finished: Bachelor of Elementary Education  
Advisory Class: Kinder  
Room Number: Admin Building  
Age: 22 years old  
Civil Status: Single



Name: Charlene J. Berte  
Teacher: Cher Char  
Degree Finished: Bachelor of Elementary Education  
Advisory Class: Grade 1B  
Room Number: Room 2  
Age: 21 years old  
Civil Status: Single



Name: Sarah Mae Mico  
Teacher: Cher Sarah  
Degree Finished: Bachelor of Elementary Education  
Advisory Class: Nursery  
Room Number: Multi-Purpose Building  
Age: 23 years old  
Civil Status: Married



Name: Janeuary Arroyo  
Teacher: Cher Jane  
Degree Finished: Bachelor of Science in Industrial Education Major in Industrial Arts  
Advisory Class: Grade 3  
Room Number: Room 5 and 6  
Age: 23 years old  
Civil Status: Single



Name: Michelle N. Bilolo  
Teacher: Cher Michelle  
Degree Finished: Bachelor of Business Teacher Education  
Advisory Class: Grade 1A  
Room Number: Room 1  
Age: 26 years old  
Civil Status: Single







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Name: Rebecca Dorado  
Teacher: Cher Becca  
Degree Finished: Bachelor of Secondary Education Major in English  
Advisory Class: Grade 5  
Room Number: Room 9  
Age: 28 years old  
Civil Status: Single



Name: Maricris C. Fontalba  
Teacher: Cher Makiz  
Degree Finished: Bachelor of Elementary Education  
Advisory Class: Grade 6  
Room Number: Room 10  
Age: 31 years old  
Civil Status: Single



Name: Reynante Guevarra Jr.  
Teacher: Sir Rein  
Degree Finished: Bachelor of Elementary Education  
Advisory Class: Grade 4  
Room Number: Room 7 and 8  
Age:  
Civil Status: Single



Name: Teody Jr. Mendez  
Teacher: Sir Teody  
Degree Finished: Bachelor of Elementary Education  
Advisory Class: Grade 2B  
Room Number: Room 4  
Age: 23 years old  
Civil Status: Single



Name: Anna Lyka Santos  
Teacher: Cher Lyka  
Degree Finished: Bachelor of Elementary Education  
Advisory Class: Grade 2A  
Room Number: Room 3  
Age: 23 years old  
Civil Status: Single





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Name: Dr. Adelina L. Acelajado

Teacher: Dr. Acelajado

Degree Finished: Doctor of Education major in Educational Management

Advisory Class: School Principal

Room Number: Admin Building



### **SCHOOL MAINTENANCE**

1. BERNARDITA VERGARA
2. JONATHAN TAÑO

### **III. PHYSICAL DEVELOPMENT**

#### **3.1 SCHOOL FACILITIES AND GROUND**

- **MAINTENANCE OF SCHOOL FACILITIES AND GROUND**

- The following school facilities are still well equipped and in condition at present like:

1. LIBRARY
2. MULTIPURPOSE BUILDING
3. CR for Boys and Girls
4. SCHOOL CANTEEN
5. PRINCIPAL'S OFFICE and the Newly Constructed CR

- The following facilities are newly acquired in MGZLC:

1. COMPUTER ROOM with 10 COMPUTERS and 1 PRINTER
2. SCIENCE ROOM
3. MUSIC/ INSTRUMENT ROOM
4. SCHOOL PARK
5. NEWLY CONSTRUCTED FENCE( infront of the classroom)
6. NEWLY ACQUIRED T.V for KINDER AND GRADE 4
7. REPAIRED CLASSROOM
8. PARENTS WAITING SHED
9. ELECTRIC FAN for each CLASSROOM





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PICTURES:



**LIBRARY**



**MULTIPURPOSE BUILDING**



**CR FOR FACULTY and FEMALE STUDENTS**



**PRINCIPAL'S OFFICE**



**COMPUTER ROOM**



**SCHOOL PARK**



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CLASSROOMS



STAGE



School ground still well maintained by our maintenance Mr. Jonathan and Mrs. Bernardita





### 3.2. FACULTY MEETING

Cooperation, support and willingness of the teachers to the principal are being observed and feel greatly from them.

So much, so that, the principal organized a regular online faculty meeting every week for their knowledge and information.

#### MEETINGS

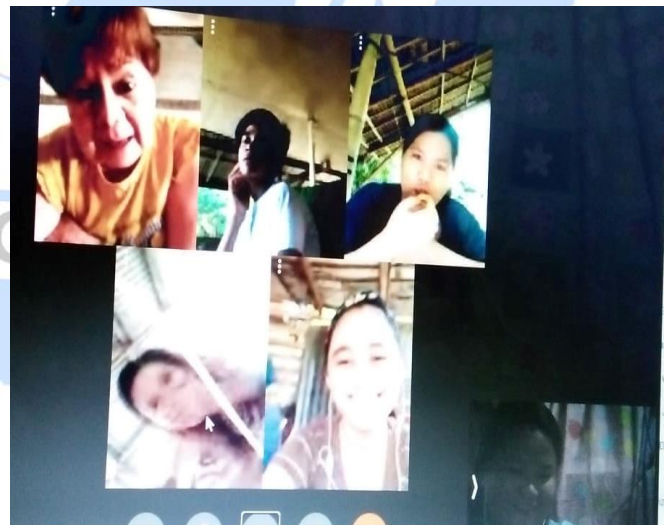
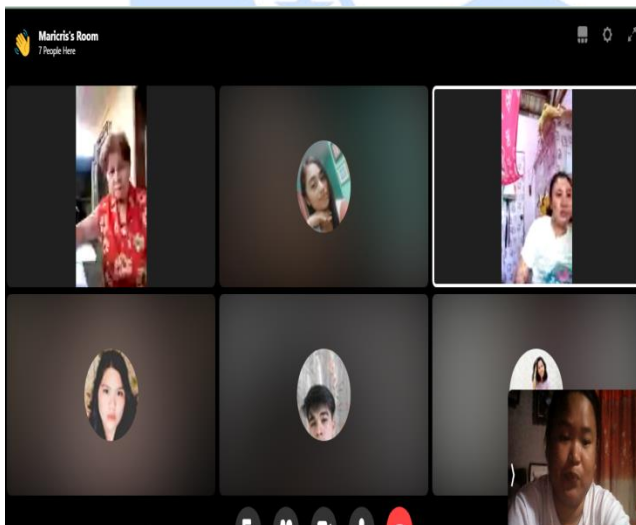
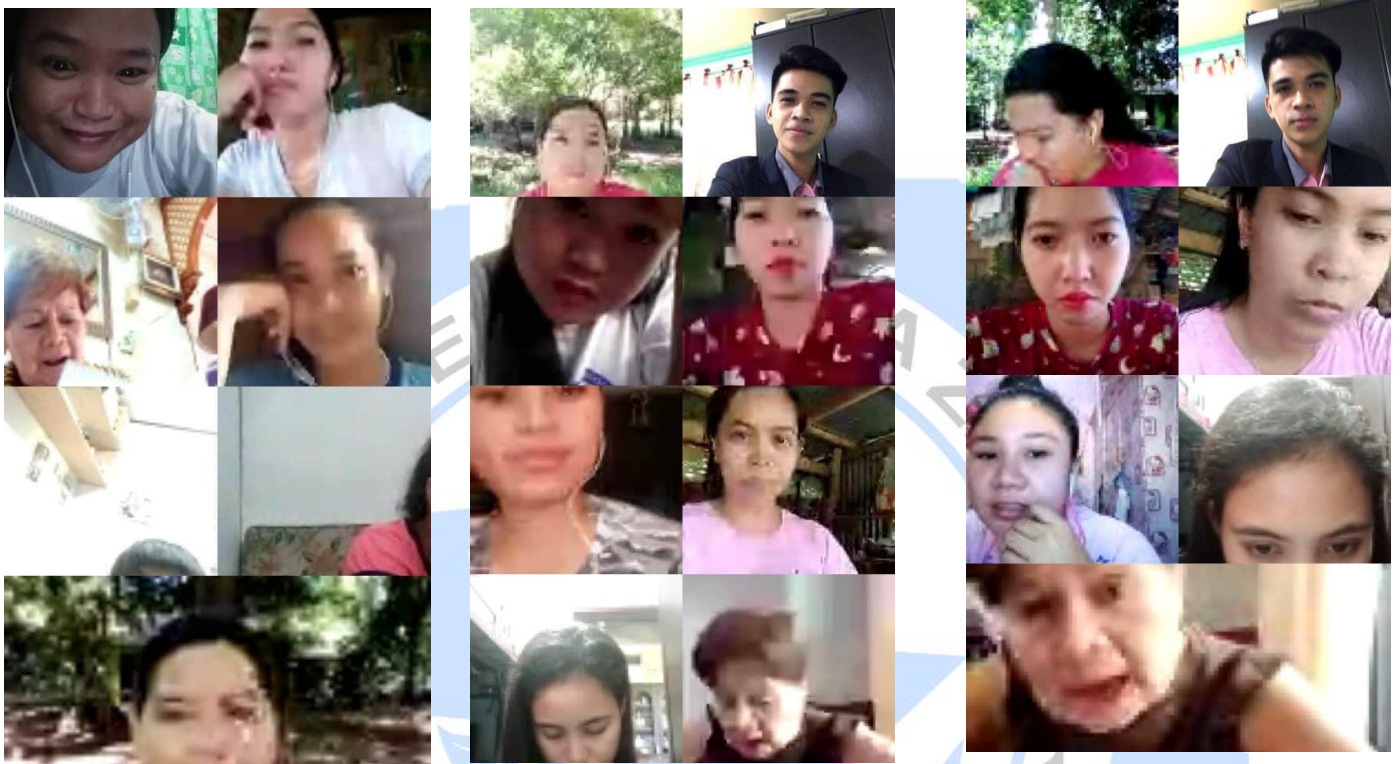
DATE	TOPICS	ATTENDANCE
MAY 15 MAY 30	1. Enrolment Procedure 2. Learning Modalities 3. 5 Major Subjects to be taught in Basic Education 4. Enrolment Survey 5. Writing Modules	100%
JUNE 3,8 to JUNE 30	1. Teachers' Assignment in Writing Module from Nursery to Grade 6 * FILIPINO- Mrs. Mico and Miss Angelo * ENGLISH- Miss Dorado and Miss Santos * MATH- Miss Fontalba and Mr. Mendez * ARALING PANLIPUNAN- Miss Arroyo and Miss Berte * SCIENCE- Mr. Guevarra and Miss Bilolo 2. Guide in the Preparation of Module	100%
JULY 1-15	1. Checking of Modules 2. Give Comment and Suggestion 3. Return the Corrected Copies	100%
JULY 17-24 BEYOND	1. Advisory Class Assignment 2. Assignment of Teacher- in-charge for the different school facilities 3. Submission of their Modules * JULY 31- Module for First Grading * AUGUST 10- Module For Second Grading * AUGUST 21- Module for Third Grading * AUGUST 28- Module for Fourth Grading	100%
	ALL MODULES ARE READY FOR DISTRIBUTION AND DELIVERY BY AUGUST 30-31, 2020	



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### Teachers on – line meeting with our School Principal Dr. Adelina L. Acelajado





#### **IV. CURRICULUM DEVELOPMENT**

##### **4.1 PRINTED MATERIALS**

- In the time of COVID-19, Department of Education release a DepEd order regarding preferences of learning approaches to be used by the students through the following method:

1. PRINTED MODULES
2. ONLINE LEARNING RESOURCES
3. T.V or RADIO BASED INSTRUCTION
4. LIMITED FACE to FACE to the AREA with NO COVID CASES
5. BLENDED APPROACH

- Based from the result of Enrolment Survey Form Accomplished by the parents of MGZLC, students last June 1, 2020, it was found out that out of 183 parents, 100 of them favor to use by their children is the PRINTED MODULES, so the teachers and the school principal is now on the process of writing modules.

- There are 5 learning areas in our school curriculum to be taught in the school for basic education in the time of COVID 19 according to DepEd Central Office they are:

1. English
2. Mathematics
3. Science
4. Filipino
5. Araling Panlipunan

## **LIST OF ENROLLEES**

**S.Y 2020 – 2021**

<i><b>Grade Level</b></i>	<i><b>Number of Male</b></i>	<i><b>Number of Female</b></i>	<i><b>Total</b></i>
<i><b>Nursery</b></i>	5	8	13
<i><b>Kinder</b></i>	9	10	19
<i><b>Grade 1</b></i>	8	15	23
<i><b>Grade 2</b></i>	21	14	35
<i><b>Grade 3</b></i>	6	13	19
<i><b>Grade 4</b></i>	10	12	22
<i><b>Grade 5</b></i>	11	8	19
<i><b>Grade 6</b></i>	22	11	33
<i><b>Overall</b></i>	<b>92</b>	<b>91</b>	<b>183</b>

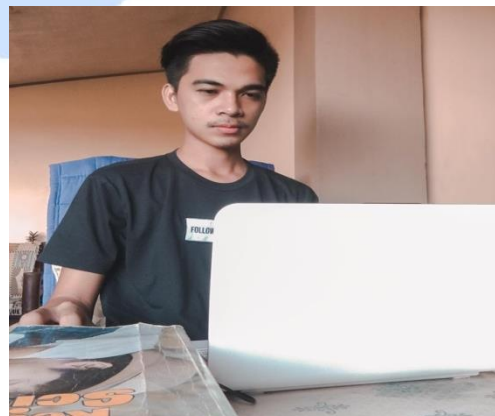
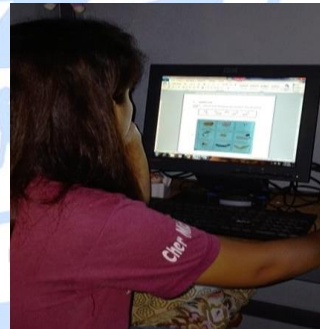
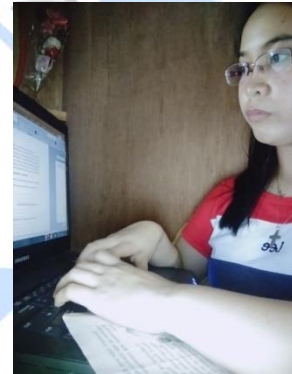
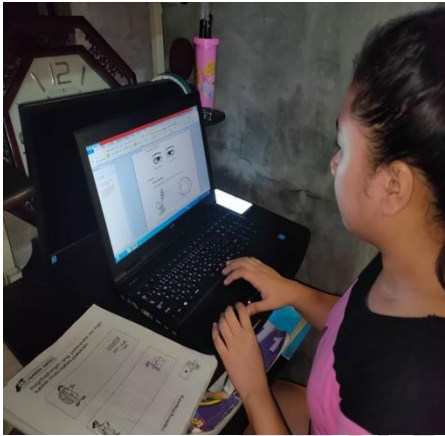




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## Teachers working from home





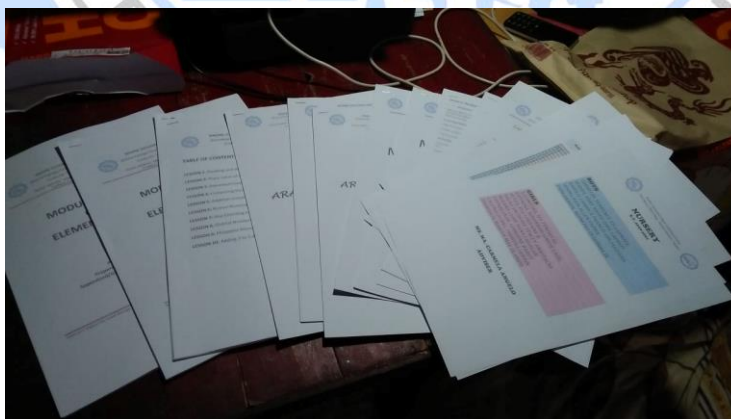
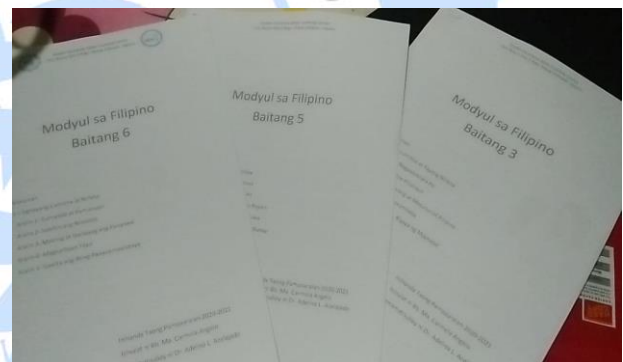
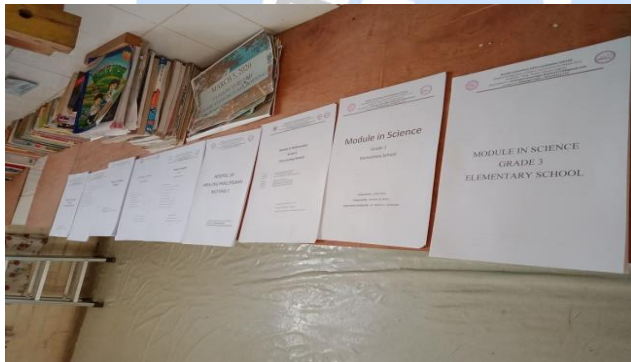
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Our School Principal, Dr. Adelina L. Acelajado making plan about the school opening S.Y 2020  
– 2021



### Teacher's Output (sample module)







## **V. FUTURE PLAN**

In preparation for the upcoming opening of classes this coming August 24, 2020 the teacher and the school principal agreed for the following plans.

1. Reporting of teachers in the school once a week starting August 1, 2020 their assignment is as follows:

- \* Every Monday----- Mrs. Mico and Miss Angelo
- \* Every Tuesday----- Miss Bilolo and Miss Berte
- \* Every Wednesday----- Miss Santos and Miss Dorado
- \* Every Thursday----- Miss Fontalba and Mr. Mendez
- \* Every Friday----- Mr. Guevarra and Ms. Arroyo
- \* Every day AM----- Bernardita Vergara
- \* Every day PM----- Jonathan Tano

2. Online meeting to discuss the learning Delivery Module and how it should be implemented

3. Checking and Submission of the following school records. Needed by the teacher such as:

- \* CLASS RECORD
- \* LOGBOOK/ LESSON PLAN
- \* FORM 1
- \* FORM 138 with I.D
- \* SERVICE NOTEBOOK

4. Submission and checking of the following

- \* List of Enrolment
- \* List of Enrolment by Grade Level and Adviser

5. Printed Modules and Cost

6. Miscellaneous Fee

7. Maintenance and Cleanliness of the School Compound

8. Graduation of Grade 6 S.Y 2019-2020

9. Increase of Enrolment

10. Teaching Staff and Personnel retained this S.Y 2020-2021

**PREPARED BY:**

**DR. ADELINA L. ACELAJADO**  
**SCHOOL PRINCIPAL**