Republic of the Philippines
DEPARTMENT OF EDUCATION, CULTURE AND SPORTS
UL Complex, Pasig City
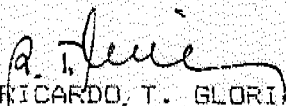
November 9, 1995

DECS O R D E R
No. 66, s. 1995

GUIDELINES FOR RATING ELEMENTARY SCHOOL PUPILS
PER DECS ORDER NO. 80, S. 1993

To: Bureau Directors
     Regional Directors
     Schools Superintendents

1.   Inclosed herewith are the guidelines for the implementation of DECS Order No. 80, s. 1993 (Elementary) which shall take effect this school year 1995-1996.

2.   With regard to the other measures of achievement which need specific parameters but are not included in the guidelines, the field offices are given the option to prepare their own checklists to suit their needs and to accurately assess pupils' performance.

3.   All issuances contrary to the provisions of this Order are hereby rescinded or amended.

4.   Immediate dissemination of this Order is desired for the compliance and guidance of all concerned.

RICARDO T. GLORIA
Secretary

Reference:
     DECS Order: (No. 80, s. 1993)

Allotment: 1-2--(M.O. 1-87)

To be indicated in the Perpetual Index
     under the following subjects:

     Course of Study, ELEMENTARY
     POLICY
     PUPILS
     RATINGS

GUIDELINES FOR THE IMPLEMENTATION OF
DECS ORDER NO. 80, S. 1993 (THE REVISED GRADING
POLICIES AND PROCEDURES FOR ELEMENTARY PUBLIC SCHOOLS)

1. Distribution of Weights

    1. Periodical tests is given a weight of 40%.

    2. Other measures of achievement as shown in the table below has a total weight of 60%.

Measure of Achievement	Weight Per Learning Area						
	Com. Arts (Eng. & Fil.)	Science & Health SK/HKS Math	CE/GMRC	EPP	* Music	* Art	*
. Quizzes	15%	25%	10%	10%	10%	10%	
. Recitation/Interaction	25%	20%	5%	15%	15%	15%	10%
. Homework	5%	5%	5%	5%			
. Projects / Other Related Activities (e.g. for EPP cookfest, cleanliness drive, etc.)				30%		15%	
Themes/Experiments	15%	10%					
. Behavior observations			40%				20%
. Other performance outputs e.g.:							
- participation in individual musical activities					35%		
- participation in group musical activities							
- participation in daily art activities						20%	
- participation in art contests							
- participation in daily sports/ games/ dances							30%
- participation in special activities - intramurals field demonstrations, clubs, etc.							
T o t a l	60%	60%	60%	60%	60%	60%	60%

* These subject areas are integrated as one subject area from Grades III - VI

B. DEFINITIONS OF OTHER ACHIEVEMENT MEASURES

1. Quizzes

   Quizzes include written performance in class examinations as summative tests e.g. weekly, monthly, unit tests and other forms of summative measurements. Tests used to monitor the pupils' progress as formative tests are not included in the computation of the rating for quizzes.

2. Recitations/Interactions

   This item refers to pupils participation in any form of interactive activities during the teaching-learning process. For uniformity of appraising pupils' performance in recitation the checklist below shall be adopted.

DESCRIPTION	SCORES
Answer is correct and excellently delivered	9-10
Answer is correct but given with some hesitation	7-8
Answer is correct but given with some prodding from the teacher and/or classmates	5-6
Answer is partially correct and given haltingly	3-4
Answer is not correct but pupil tried or no answer at all was given	1-2

   For transmuting the scores refer to the transmutation table entitled "Equivalent Ratings of Test Scores", an inclosure to DECS Order No. 46, s. 1983.

3. Behavior Observations (For CE/GMRC)

Specific indicators enumerated in Inclosure No. 2 of MECS Order No. 46, s. 1983 and DECS Order No. 90, s. 1991 shall be used in observing pupils' behavior. The class adviser and other teachers handling the class shall give the rating for behavior observations. This specific item has a weight of 40% in the overall rating for CE-GMRC. The traits to be considered in rating this learning area are found in the Progress Report Card (Form 138-E).

For example for Pupil A,

TRAITS	T-1	T-2	T-3	T-4	T-5	Average
1. Honesty	85	85	80	90	95	85
2. Courtesy	80	80	85	85	85	83
3. Helpfulness and Cooperation	90	90	85	85	85	87
4. Obedience	80	80	85	80	85	82
5. etc.						
Rating under behavior observation						84.25

Under this criterion, Pupil A has an average of 84.25 x 40%. So Pupil A has a total points of 33.70.

The numerical rating for each trait shown will be converted to letter grade - e.g. 85 for Honesty is equivalent to C for purposes of filling up the portion on traits in the Report Card (Form 138-E).

A	Outstanding	-	96 - 100
B	Very Satisfactory	-	86 - 95
C	Satisfactory	-	76 - 85
D	Needs Improvement	-	66 - 75

To obtain the rating of CE/GMRC in a rating period get the average of all the ratings in the class record as shown in the example below.

CE/GMRC

PUPIL	QUIZZES	AVE.	10%	RECITATION	AVE.	5%	HOMEWORK	AVE.	5%	OBSERVATION BEHAVIOR	AVE.	40%
A	75 78 83 79 80	79	7.9	80 75 82 78 80	79	3.95	80 85 80	81.67	4.08	85 83 87 85		134

To compute the rating of Pupil A to the given example:

		WEIGHT	AVE.	X WEIGHT	COMPUTED VALUE
Quizzes	-	10%	79	=	7.90
Recitation	-	5%	79	=	3.95
Homework	-	5%	81.67	=	4.08
Observation	-	40%	85	x .40 =	34.00
Periodical Test	-	40%	85	x .40 =	34.00
		100%			83.93

Round off to 84

C. Computation of Pupil Rating

To obtain the rating for the learning area in a grading period, get the average of all the ratings entered in the Class Record under each measure of achievement. Multiply the result with the corresponding weight as in Item 1.

Example: Rating for English

Pupil	QUIZZES	AVE.	15%	RECITATION	AVE.	25%	HOMEWORK	AVE.	5%	THEMES/ PROJECTS	AVE.	15%	40%	COMPUTED VALUE
1	85:90:88:95:90	89.6	13.44	85:80:85:85:90	85	21.25	90:90:80	86.66	4.33	80:85:90:85	85	12.75	34.00	85.77
2	70:80:82:80:85	81	12.15	75:80:80:85:85	81	20.25	80:80:80	80	4.00	80:80:85:81.66	81.66	12.25	30.00	78.65
3	60:70:72:75:78	71	10.65	60:65:70:65:70	66	16.50	60:70:70	66.66	3.33	70:70:75:71.66	71.66	10.75	26.00	67.23

To compute the rating of Pupil I to the given example:

		WEIGHT	AVE.	X	WEIGHT		COMPUTED VALUE
Quizzes	–	15%	89.6	x	.15	=	13.44
Recitation	–	25%	85	x	.25	=	21.25
Homework	–	5%	86.66	x	.05	=	4.33
Theme/Projects	–	15%	85	x	.15	=	12.75
Periodical Test	–	40%	85	x	.40	=	34.00
		-----					-----
		100%					85.77

Round off to 86

In the case of Pupil 3 in the example, the computation shall be:

Quizzes	–	15%	71	x	.15	=	10.65
Recitation	–	25%	66	x	.25	=	16.50
Homework	–	5%	66.66	x	.05	=	3.33
Themes/Project	–	15%	71.66	x	.15	=	10.75
Periodical Test	–	40%	65	x	.40	=	26.00
							=======
							67.23

Round off to   67

The ratings of 86 and 67 shall be entered in the Progress Report Card (DECS Form 138-E) and in the Permanent Record (DECS Form 137-E) of Pupils 1 and 3 respectively at the end of the rating period.

The provision of DECS Order No. 80, s. 1993 on the computation and weight of grading period shall be used in determining the final grade as illustrated below:

1st Grading	–	86	x	20%	=	17.20
2nd Grading	–	85	x	20%	=	17.00
3rd Grading	–	87	x	20%	=	17.40
4th Grading	–	88	x	40%	=	35.20

						86.80

Round off to 87

The rating of 87 shall be entered in the Progress Report Card in the column for Final Rating.

To arrive at the General Average of the pupil, add all the ratings recorded in the Progress Report Card under the column for Final Ratings. Divide the sum by the number of learning areas in the grade level.

Consider that Pupil 1 of Grade 1 obtained the following final grades.

Learning Areas	Final Rating
English	87
Mathematics	85
Science and Health	85
Filipino	88
Sibika at Kultura	86
Edukasyon sa Kagandahang Asal at Wastong Pag-uugali	86
Edukasyon sa Pagpapalakas ng Katawan	86

	86.14

Round off to the
nearest hundredth   = 86.14

The General Average to be entered in the Progress Report Card of the Pupil is 86.14.

D.   Rounding Numbers

Rounding numbers to the nearest hundredth is applied when computing for the following:

- averages of the different measures of achievement e.g. quizzes, etc.

- weighted average for each measure of achievement

- computed value of the weighted averages for all measures of achievement

- General Average

Examples:

10.749	=	10.75	13.674	=	13.67
86.166	=	86.17	67.230	=	67.23

The figures that will be rounded off to the nearest whole number are those to be entered in the Progress Report Card as:

- rating for the learning area for each grading period

- final rating for every learning area

Examples:

85.77	=	86
67.23	=	67

TRANSMUTATION TABLE

Obtained Score	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30
0	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50
1	60	58	57	56	56	55	55	54	54	54	53	53	53	53	53	52	52	52	52	52	52	52	52	52	52	52
2	70	67	64	62	61	60	59	58	58	57	57	56	56	56	55	55	55	55	54	54	54	54	54	54	53	53
3	80	75	71	69	67	65	64	63	62	61	60	59	59	58	58	57	57	57	57	56	56	56	56	55	55	55
4	90	84	79	75	72	70	68	67	65	64	63	62	62	61	61	60	60	59	59	58	58	58	57	57	57	57
5	100	92	86	81	78	75	73	71	69	68	67	66	65	64	63	62	62	61	61	60	60	60	59	59	59	58
6		100	93	88	83	80	77	75	73	71	70	69	68	67	66	65	64	64	63	62	62	62	61	61	60	60
7			100	94	89	85	82	79	77	75	73	72	71	69	68	68	67	66	65	65	64	63	63	62	62	62
8				100	94	90	86	83	81	79	77	75	73	72	71	70	69	68	67	67	66	66	65	64	64	63
9					100	95	91	88	85	82	80	78	76	75	74	72	71	70	70	69	68	67	67	66	65	65
10						100	95	92	88	86	83	81	79	78	76	75	74	73	72	71	70	69	68	68	67	67
11							100	96	92	89	87	84	82	81	79	78	76	75	74	73	72	71	70	70	69	68
12								100	96	93	90	87	85	83	82	80	79	77	76	75	74	73	72	71	71	70
13									100	96	93	91	88	86	84	82	81	80	78	77	76	75	74	73	72	72
14										100	97	94	91	89	87	85	83	82	80	79	78	77	76	75	74	73
15											100	97	94	92	89	88	86	84	83	81	80	79	78	77	76	75
16												100	97	94	92	90	88	86	85	83	82	81	80	78	78	77
17													100	97	95	92	90	89	87	85	84	83	81	80	79	78
18														100	97	95	93	91	89	87	86	85	83	82	81	80
19															100	97	95	93	91	90	88	86	85	84	83	82
20																100	98	96	93	92	90	88	87	86	84	83
21																	100	98	96	94	92	90	89	87	85	85
22																		100	98	96	94	92	91	89	88	87
23																			100	98	96	94	93	91	90	88
24																				100	98	96	94	93	91	90
25																					100	98	96	95	93	92
26																						100	98	96	95	93
27																							100	98	97	95
28																								100	98	97
29																									100	98
30																										100

$$\text{RS} \times \frac{50}{N} + 50 =$$

* RS = Raw Score
 N = No. of Items in the test
 R = Equivalent Transmuted Rating