

Republika ng Pilipinas
(Republic of the Philippines)
KAGABAHAN NG EDUKASYON AT KULTURA
(DEPARTMENT OF EDUCATION AND CULTURE)
Manila

October 9, 1975

DEPARTMENT MEMORANDUM
No. 155, s. 1975

TRAINING OF TEACHERS INVOLVED IN THE TRYOUT
OF CFC TEXTBOOKS IN PHILIPPINE

To the:
Regional Directors

1. The Philippine Normal College, which has been designated as the Curriculum Development Center in the production of textbooks in Filipino and English for primary (Grades I-VI) and secondary Philippine schools, has now produced, for experimental and tryout purposes, the following volume in Filipino:

- a. For Grade I - (1) Unang Bahagi: Magsawa at Mag-ara!
(2) Ikalawang Bahagi: Masayang May-anak
(3) Painalag ng Guro para sa Unang Paitang
- b. For Grade II - (1) Masayang Tabang
(2) Painalag ng Guro sa Masayang Tabang:
Masayang Tabang

2. Six thousand copies each of the textbooks are now being produced for tryout in selected schools in the 12 regions in the Philippines.

3. In preparation for such tryout, approximately 120 Grade I teachers and 120 Grade II teachers are to be trained in three centers on the dates specified as follows:

For teachers in Luzon - University of Sto. Tomas, Manila
October 27-28, 1975

For teachers in the Visayas - West Visayas State College,
Iloilo City, October 29-29, 1975

For teachers in Mindanao - Ateneo de Davao, Davao City,
October 30-31, 1975

4. It may be stated that regional directors have been furnished a tentative list of schools to be involved in the tryout by the Philippine Normal College on October 7, 1975 at the Department of Education and Culture. It is requested that the list be returned to the Philip-

pine Normal College with any changes therein as may be indicated by the regional directors as soon as possible. If some of the schools were replaced, the number of schools (as classified) as indicated in the tentative list should be retained. It is suggested that two teachers, one Grade I and one Grade II teacher, from each of these schools are to be sent to the training center for the area. Familiarity is likewise given on the manner of selecting the teachers on the basis of data obtained in the inclosed questionnaire, copies of which were also distributed at the October 7 conference in the Department of Education and Culture.

5. For purposes of obtaining feedback information on the tryout materials, it is requested that one coordinator from each regional office, preferably the regional Philippine supervisor, be selected and advised to attend the training of the try-out teachers. On the second week of November, when the actual tryout has started, these coordinators and the research associates to be sent by the Regional Staff Development Centers (RSDC's) of FDEITAF, will be called to Manila for further briefing on the evaluation of the try out materials. Also inclosed is a schedule in this regard.

6. Traveling expenses (transportation and per diems) to be incurred in connection with this training will be borne by the Philippine Normal College - COMPTON Textbook Writing Project. All claims for this purpose shall be supported by itineraries of travel in the prescribed form, duly approved by the respective regional directors, or their authorized representatives, in accordance with the provisions of General Circular No. 127 of the Commission on Audit, dated November 27, 1973.

7. In order that the teachers who will train for this project, as well as the Regional Coordinators, may be given their traveling expenses in advance, the Philippine Normal College will remit to the various Regional Directors such sums as are deemed sufficient to cover the traveling expenses of every participating teacher from each region. Regional Directors are requested to send without delay, and by the fastest means of transportation, the funds for traveling expenses of the teachers concerned to their respective division superintendents for disbursement in accordance with their duly approved vouchers supported by itineraries of travel. Copies of these approved vouchers with supporting itineraries of travel should be furnished the Philippine Normal College. At the end of the training period, Regional Directors shall return to the Philippine Normal College all unspent balances from the funds they had received together with a statement of disbursements made from such funds.

8. Prompt attention to this matter is requested.

(SGD.) MARCELO ALPARRACIN
Deputy Secretary of Education and Culture

Incls.:

As stated

TEACHERS' QUESTIONNAIRE

Name of Teacher: _____ Age: _____ Sex: _____

Best language: _____

Next best language: _____

| | Excellent | Good | Fair |
|--------------------|-----------|------|------|
| Fluency in English | | | |

| | Excellent | Good | Fair |
|---------------------|-----------|------|------|
| Fluency in Filipino | | | |

Educational background (exclude elementary and high school training)

| Degree/Certificate earned | Inclusive dates of attendance | School |
|---------------------------|-------------------------------|--------|
| | | |
| | | |
| | | |

Teaching experience (in chronological order beginning from the most recent assignment)

| School | Grade taught | Inclusive teaching dates |
|--------|--------------|--------------------------|
| | | |
| | | |
| | | |

Teaching experience in Filipino

| | School | Grade | Inclusive teaching dates |
|-----------------------------|--------|-------|--------------------------|
| a. as a subject | | | |
| b. as medium of instruction | | | |

Specialized non-degree training in Filipino

| Nature of training (in-service, seminars, etc.) | Place of training | Institution or agency | Year of training period and duration |
|---|-------------------|-----------------------|--------------------------------------|
| | | | |
| | | | |

PREPARATION FOR THE TRYOUT OF BILITING MATERIALS
(Grades I and II)

1. October 7, 1975 - Meeting with the Regional Directors at the Department of Education and Culture on the tryout.
2. October 20-22 - Teachers from the try-out schools, Regional Coordinators from the Regional Offices, and Research Associates from the RSDCs to be identified and advised to go to the training centers on scheduled dates. (See 3 and 4)
3. October 27-28 - Training of teachers from Luzon at NST, Manila, and for Visayas, in West Visayas State College, Iloilo City.
4. October 30-31 - Training of teachers for Mindanao at Ateneo de Davao, Davao City.
5. November 3, 1975 - Teachers to start trying out the materials.

The books will be given to the teachers at the training centers. They will take back with them the needed copies of books for their respective classes, i.e., 50 copies each, or less.

6. November 10-15 - One-week conference with the Regional Coordinators and Research Associates at DNE on manner of obtaining feedback.