

~~Republika ng Pilipinas~~  
(Republic of the Philippines)  
MINISTRI NG EDUKASYON AT KULTURA  
(MINISTRY OF EDUCATION AND CULTURE)  
Manila

January 16, 1979

MEC MEMORANDUM  
No. 15, s. 1979

SCHOOLS DISTRICT SUPERVISORS TRAINING PROGRAM

To: Regional Directors  
Schools Superintendents

1. The first training program for school district supervisors, which is an implementation of LOI No. 522, will be conducted at Baguio Vacation Normal School (BVNS), Teachers Camp, Baguio City, from February 15 to March 19, 1979.
2. This live-in program is part of the "Teacher Development Program" jointly conducted by the Civil Service Commission (CSC) and the Ministry of Education and Culture (MEC) through the Baguio Vacation Normal School (BVNS) and under the aegis of the Civil Service Academy. Accommodation and mess for the duration of the program will be paid from the budgetary allotments of the BVNS and the National Research and Development Centre for Teacher Education (NRDCTE).
3. Each participant will be required to pay P250 for training fee and materials plus transportation expenses to and from their official stations, chargeable against local funds and subject to the usual accounting and auditing regulations.
4. Inclosed is a list of the participants to this first schools district supervisors training program and the tentative training program.
5. Participants should bring with them necessary information about their districts, such as: profile of the district including statistics on population of the district, number of schools, school buildings, etc., number of school-age children, enrolment, etc., list of







on-going school projects, description of supervisory practices and educational trends, etc. which may be utilized for exercises in planning or developing a project.

6. The participants are required to submit a health certificate (General Form 86) duly signed by a government physician attesting to their being physically fit to undertake this kind of training program in Baguio City.

7. It is desired that the contents of this MEC Memorandum be brought immediately to the attention of those concerned.

(SGD.) JOAN L. MANUEL  
Minister of Education and Culture

Incls, :  
As stated

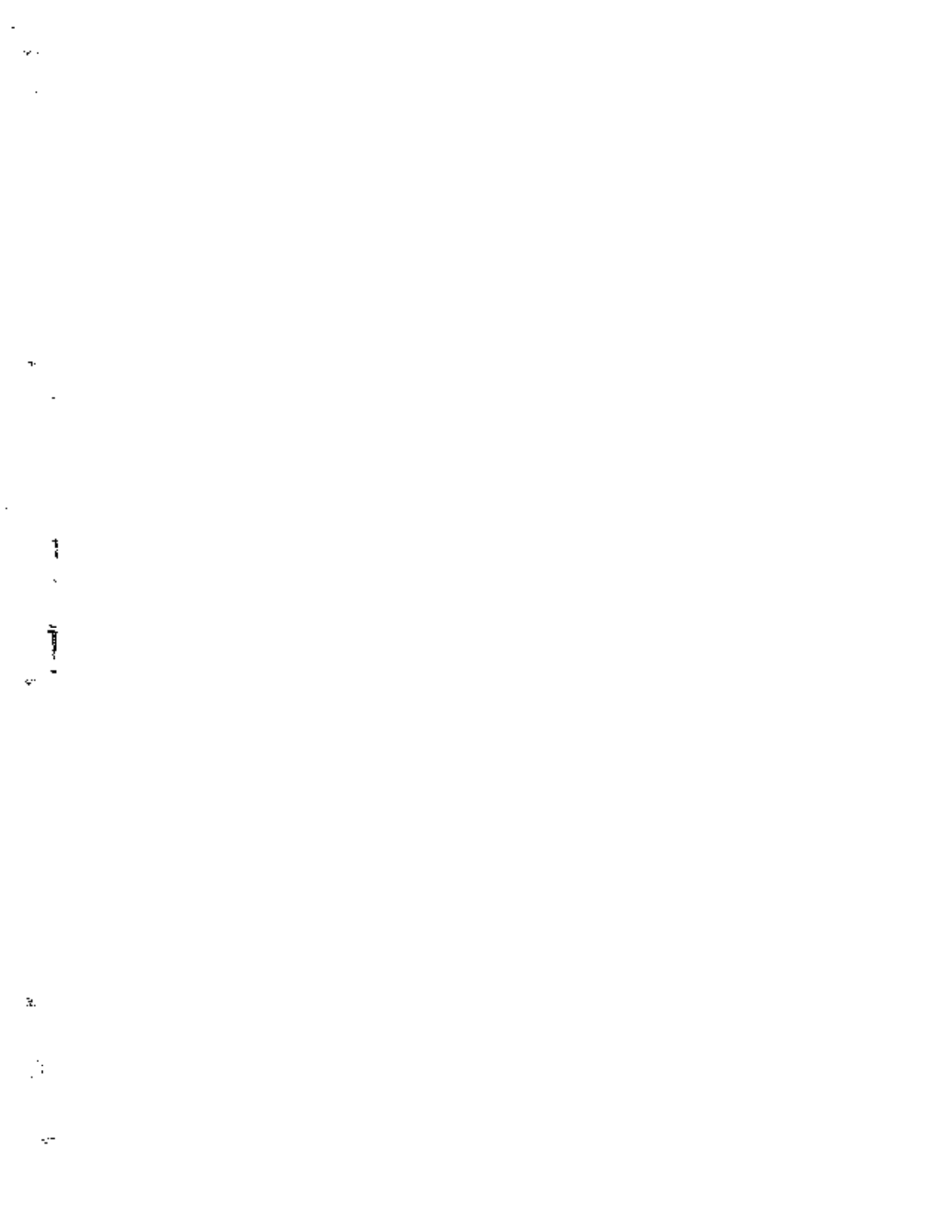
Reference: None

Attachment: 1-2---(D.O. 1-76)

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

✓ BUREAUS & OFFICES  
✓ LIST  
✓ PROGRAM, SCHOOL  
✓ TRAINING PROGRAM









(Inclosure No. 1 to MEC Memorandum No. 35, s. 1979)

LIST OF PARTICIPANTS TO THE  
BORACOL DISTRICT SUPERVISORS TRAINING PROGRAM

Region I

Ester Calaycay  
Paciencia D. Sagun

La Union  
Pangasinan

Region II

Marina D. Acanalado  
Pedro R. Cardenas  
Natividad B. Rabot  
Pacita D. Sarol  
Salustiano C. Ladia

Cagayan  
Cagayan  
Isabela  
Kalinga-Apayao  
Quirino

Region III

Policarpio B. Bautista  
Generosa B. Manansala  
Restituto T. Vitug  
Milagros A. Flores

Pampanga  
Pampanga  
Pampanga  
Olongapo City

Region IV (National Capital Region)

Melisa S. Madurata  
Angelita B. Cubas  
Lilian F. Kabigting  
Luningning G. Florendo

Calocan City  
Manila  
Manila  
Pasay City

Region IV-A

Tomas Manzanero  
Marcelina H. Memdez  
Primitivo M. Lucban  
Jose Fernandez Jr.  
Luzviminda S. Rojasales

Aurora (Sub-Province)  
Laguna  
Oriental Mindoro  
Palawan  
Batangas City







Region V

Luis N. Azcarraga  
Salvador T. Tapel  
Irene Panga

Camarines Sur  
Camarines Sur  
Iriga City

Region VI

Fulgencio F. Tombokon  
Tito M. Ruelo  
Domingo S. Noval  
Luis T. Tronco  
Gloria C. Arsulo

Aklan  
Antique  
Capiz  
Guimaras  
Iloilo

Region VII

Francisco U. Lorigo  
Belix Villanueva  
Leonora P. Tompar

Negros Oriental  
Negros Oriental  
Cebu City

Region VIII

Victor F. Alcazar  
Jose L. Lomo

Northern Samar  
Northern Samar

Region IX

Hilarion V. Bagarinao

Dipolog City

Region X

Arturo M. Antonio  
Remegio C. Patriana  
Aurora B. Sabarre  
Rufa P. Bayana

Bukidnon  
Surigao del Norte  
Cagayan de Oro City  
Surigao City



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Region XI

Severina E. Tan	Davao del Sur
Rosa Y. Gaspar	Surigao del Sur
Manuel P. Reyes	Surigao del Sur
Silvestre M. Sarabosquez	South Cotabato
Felipe A. Baderan	Davao City

Region XII

Modesto S. Gutierrez	Lanao del Norte
Hilario M. Lasmarias	Lanao del Norte
Dayang M. Pasagi	Lanao del Sur I
Alejandro T. Domines	Maguindanao
Juan S. Belarmino	North Cotabato
Alfonso N. Aldana	Sultan Kudarat
Visitacion I. Espenido	Iligan City



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**DEVELOPMENT PROGRAM FOR SPECIAL DISTRICT SUPERVISORS**

**PROGRAM CONTENT**

**I. Orientation**

**A. Introduction to Training**

- Objectives
- Content
- Methodology
- Requirements
- Evaluation Procedure

**II. Personal Awareness**

**A. The Educator and His Environment**

- Historical Development of Philippine Society;  
Socio-cultural Aspects

**B. The New Society and the New Form of Government**

- Objectives and Philosophies of the New Society
- Ideological Basis of the New Society
- The New Constitution
- The Parliamentary Form of Government, Batasang  
Bayan and Lower Political Structures

**C. Local Government**

- Organization, Powers and Functions of the  
Municipal Government
- Municipal Administration
- Municipal Fiscal Operations
- Municipal Development

**D. Current Government Thrusts with Major Implications  
for Education**

- Countryside Development
- Job Generation
- Diffusion of Benefits









### III. ~~Responsibility as Effective Managers~~

#### A. Current Educational Trends

- Return to Basics - Implication for Teacher Development
- Work-oriented Curriculum
- Secondary Curriculum
- YCAP Program
- Non Formal Education

- : Strategies and Methodology
- : Program
- : Accreditation and Placement
- : Implication for Teacher Development

- Job Generation
- Teacher Development for New Roles in NPE

#### B. Organizational Leadership

- Human and Public Relations
- Leadership Qualities, Styles and Patterns
- Instructional Leadership
- Motivation and Development of Personnel (Teachers)
- Teacher Evaluation and Educational Accountability
- Organization for Personnel Administration

#### C. Management Techniques and Strategies Applied to Community Development Projects

- Systems Approach
- PERT-CPM
- Problem Analysis and Decision Making
- PPBS
- Management by Objectives (MBO)
- Introduction to the Planning Process
- Cost Analysis on Community Development Projects
- Development of Tentative Plan of Community Development Projects







D. Implementation of Community Development Projects

- Case Study of a Community Development Project
- Field Visit to Two Community Development Projects
- Identification of Community Problems That Can be Solved Through Education

IV. Field Observation and Seminars

Visit to CLSU and PRRM Community Development Programs

V. Synthesis and Integration

- Finalization of the Plan or Programs for Implementation in the District
- Presentation and Critique of Plans
- Presentation and Submission of Summary Paper

VI. Program Evaluation

NOTE: HRC sessions will be built into all the Program blocks. Objective is the reorientation of attitudes and values

Other activities include:

- Sports and physical fitness
- Cultural-social activities
- Spiritual exercises through meditation, songs, readings, yoga, etc.





