

Republika ng Pilipinas
(Republic of the Philippines)
MINISTRI NG EDUKASYON, KULTURA AT ISPORTS
(MINISTRY OF EDUCATION, CULTURE AND SPORTS)
Maynila

August 13, 1982

MECS M E M O R A N D U M
No. 195, s. 1982

TRAINING PROGRAM FOR SCHOOL EXECUTIVES

To: Bureau Directors
Regional Directors
Schools Superintendents

1. A School Executive Development Program will be conducted from August 30 to September 30, 1982, in Teachers Camp, Baguio City, for those in the additional list of successful candidates in the written examination for school superintendents as well as certain vocational school superintendents. Inclosed is the list of participants.
2. The program is residential. All expenses for board and lodging for the duration of the program will be borne by the Ministry of Education, Culture and Sports.
3. Participants will pay only their transportation expenses from their station and return and a training fee of P350 chargeable against local funds, subject to the usual accounting and auditing regulations. Participants are also entitled to the P10 daily allowance, also chargeable against local funds.
4. All participants are required to undergo physical checkup and 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 in Baguio City. They should be advised to bring with them sufficient warm clothing. Only those who are in good health and have no histories of hypertension, nervous breakdown, or heart ailments should participate in this program.
5. Also inclosed is an outline of the Program Content. Participants are requested to bring with them division educational statistics and other information useful for planning exercises.

6. All those who qualified in the 1978 examination for schools superintendents but have not participated in the earlier training program may participate in this program.

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

(SGD.) ONOFRE D. CORPUZ
Minister

Incls.:

As stated

References:

MEC Memorandums: Nos. 184 and 208, s. 1981
and 54, s. 1982

Allotment: 1--(D.O. 1-76)

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

EXAMINATIONS
LISTS
PROGRAM, SCHOOL

QUALIFICATIONS
SUPERINTENDENTS
TRAINING PROGRAM

(Inclosure No. 1 to MECS Memorandum No. 195, s. 1982)

LIST OF PARTICIPANTS TO THE
SCHOOL EXECUTIVE DEVELOPMENT PROGRAM

<u>Name</u>	<u>Address</u>
1. Aguinaldo, Adelaida R.	635 J.M. Basa St., Sta. Cruz, Laguna
2. Anolin, Blas P.	Currimao, Ilocos Norte
3. Antig, Maura R.	64 P. Zamora St., Laoag City
4. Baldonado, Lourdes A.	58 Rizal St., Laoag City
5. Bongon, Clementina C.	100 Panal, Tabaco, Albay
6. Buenavista, Natividad P.	2 Bonifacio St., Vigan, Ilocos Sur
7. Caballero, Gracia M.	Camaman-an, Cagayan de Oro City
8. Cabrera, Sofio F.	Catanduanes Agric. & Ind. College Panganiban, Catanduanes
9. Castillejos, Juan C.	6 Interior A. Mabini St., Tuguegarao, Cagayan
10. Castillo, Norma P.	San Felipe, Zambales
11. Cena, Democrita C.	Lagonlong, Misamis Oriental
12. Cua, Edilberto N.	MEC Div. Office, Pagadian City
13. Dallo, Felix D.	San Manuel, Tarlac
14. Delgado, Teresa A.	37 Pat Senador, SFDM, Quezon City
15. Espares, Mariano S.	Dimasalang, Masbate
16. Filart, Dorotea C.	14 V. Encarnacion St. Vigan, Ilocos Sur
17. Fisico, Remedios S.	8 Basilio St., Lucena City
18. Galo, Pacalinog I.	Navarro, Marawi City
19. Geonzon, Epifania L.	MEC Div. Office, Capitol Hill, Iligan City
20. Gozo, Aurora T.	102 P. Gomez St., Tacloban City
21. Indanan, Abdulmalik H.	MEC Region IX, Zamboanga City
22. Lachanes, Romeo G.	67 Jacinto St., Catarman Northern Samar
23. Llosa, Esperanza S.	Catbalogan, Samar
24. Lucban, Primitivo M.	Quinabigan, Pinamalayan, Oriental Mindoro
25. Magdamit, Manuela M.	Donsol, Sorsogon
26. Malapit, Imelda D.	Bangui, Ilocos Norte
27. Mallonga, Rosario J.	Washington St., Tuguegarao, Cagayan
28. Manilay, Francisca A.	33 A. Mabini St., San Pablo City
29. Mapandi, Dacua L.	Bubon, Lanao del Sur
30. Marquez, Olympia G.	Aurora, Isabela

31. Obenza, Gloria C.	Tandang Sora St., Digos, Davao del Sur
32. Obenza, Primo C.	Tandang Sora St., Digos, Davao del Sur
33. Ovejera, Maria T.	58 Zamora St., Camiling, Tarlac
34. Pacaña, Ambrosio Sr., B.	236 K. Salazar St., Tacloban City
35. Parto, Lourdes A.	MEC Div. Office, Vigan, Ilocos Sur
36. Pimentel, Catalina G.	Cordon Isabela
37. Rocha, Thelma R.	MEC Region X, Cagayan de Oro City
38. Rodulfo, Serafin G.	Bato, Catanduanes
39. Romualdo, Alberto C.	Mahinog, Camiguin
40. Sabencio, Felicisimo G.	32 Acedillo St., Calbayog City
41. Saingan, Purita M.	300 Nable St., Pantal, Dagupan City
42. Samson, Pedro V.	53 Gen. Luna St., Tacurong, Sultan Kudarat
43. Soriano, Jose E.	Surqui 1st, Camiling Tarlac
44. Vicco, Nilda S.	MEC Div. Office, Masbate, Masbate
45. Villanueva, Teresa T.	Rovira Road, Dumaguete City

Vocational School Superintendents

Region I

Agapito C. Flores

Abra School of Arts & Trades
Bangued, Abra

Region II

Rodolfo Velasco

Nueva Vizcaya School of Arts &
Trades, Bayombong, Nueva Vizcaya

Region III

Jesus D. Ramos

Bataan Nat. Sch. of Arts & Trades
Balanga, Bataan

Conrado M. Mendoza

Bulacan Nat'l. Agric. Sch.
San Ildefonso, Bulacan

Ricardo Wagan

Western Luzon Jr. Agric. College
San Marcelino, Zambales

Juanito C. Jose

Sabani Estate Agric. College
Gabaldon, Nueva Ecija

Region IV

Camilo P. Silvestre
Angelo Peña
Eufonio Valdriz
Teodorico T. Marto

Mindoro Nat'l. Agric. School
Alcato, Victoria, Or. Mindoro
Southern Luzon Polytechnic College
Lucban, Quezon
San Pablo Sch. of Arts & Trades
San Pablo City
Palawan Sch. of Arts & Trades
Cuyo, Palawan

Region V

Jovencio Bacalzo
Carlos Borjal

Dr. Emilio B. Espinosa, Sr. Mem.
Agric. College, Mandaon, Masbate
Camarines Sur Nat'l. Col. of Arts
& Trades, Naga City

Region VI

Ernesto Botin
Wenceslao Sison, Jr.
Daniel D. Delariarte, Jr.
Lucio Arquisola

Mambusao Agric. & Technical College
Mambusao, Capiz
Capiz Agric. & Fishery School
Pontevedra, Capiz
Iloilo Nat'l. College of Agric.
Lambunao, Iloilo
Aklan Nat'l. College of Fisheries
New Washington, Aklan

Region VII

Pablito Retutal

Bohol School of Fisheries
Candijay, Bohol

Region VIII

Basilio Frincillo
Papiniano Moncaya
Carlos G. Benavides

Samar School of Arts & Trades
Catbalogan, Samar
Tancinco Memorial Vocational College
Calbayog City
Biliran Nat'l. Agric. College
Biliran, Leyte

Region X

Tomas P. Solana

Surigao del Norte School of Arts &
Trades, Surigao City

Region XI

Popito Villarciz

Davao National Regional Agricultural
School, Mampising, Mabini, Davao

Region XII

Dimnatang Lomodag

Lanao National College of Arts
& Trades, Marawi City

(Inclosure No. 2 to NECS Memorandum No. 195, s. 1982)

SCHOOL EXECUTIVE DEVELOPMENT PROGRAM (SEDP)

I. Introduction

The School Executive Development Program aims to develop the leadership and management skills of the school executives as administrators of educational programs and as leaders in community development. It is designed to enhance the managerial capabilities, leadership and interpersonal skills of school executives to enable them to manage their organizations more effectively in the context of national goals, the goals of the system and the specific requirements of their area of service. The course is sponsored jointly by the Civil Service Commission and the Ministry of Education, Culture and Sports under the auspices of the Civil Service Academy.

II. Specific Objectives

More specifically, the school executives are expected to:

1. manage most effectively their respective organizations;
2. implement educational development programs within the region in the most innovative and facilitative manner;
3. work as change agents expediting transfer and implementation of technology and information, including non-formal education program; and
4. increase awareness of self and others for greater work effectiveness/efficiency.

III. Course Curriculum

MODULE I - PERSONAL AWARENESS

Framework for Development

- Perspective for National Development:
Current Issues and Problems