

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

April 19, 1983

MEMO M-E M O R A M E U M
No. 86, s. 1983

TWELFTH DEVELOPMENT PROGRAM FOR SCHOOLS
DISTRICT SUPERVISORS

To: Bureau Directors
Regional Directors
Schools Superintendents

1. The twelfth development program for schools district supervisors, under the auspices of the Civil Service Commission and the Ministry of Education, Culture and Sports will be held at Teachers Camp, Baguio City, from May 17 to June 12, 1983. The program content is given in Inclosure No. 1 to this Memorandum.
2. Also inclosed is a list of participants to the twelfth program for schools district supervisors. Any change in the list should be communicated to this Office, attention: Assistant Secretary for Personnel Management and Development, through the Regional Director.
3. Each participant will be required to pay P250 for training fee and materials. The training fee, transportation expenses to and from the official station, and the daily allowance of P10 participants are entitled to, should be charged against local funds, subject to the usual accounting and auditing regulations. Accommodations and meals for the duration of the program shall be paid by the Ministry of Education, Culture and Sports.
4. Participants are required to submit a health certificate (General Form 86) duly signed by a government physician and certified by their respective superintendents attesting to their being physically fit to undertake the training program. It is important that participants be in excellent health and should have no history of hypertension, cardiac or other serious ailment considering the requirement of the program in Baguio City.

5. Participants should bring with them necessary information about their districts, such as: profile of the district including statistics on population of the area, number of schools, school buildings, etc., list of practices and educational trends etc. which may be utilized for exercises in planning or project development.

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

(SGD.) ONDRE D. CORPUZ
Minister

Incls. :
As stated

Reference:
MPC Memorandum No. 59, s. 1981

Attachment: 1-2--(D.O. 1-75)

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

BUREAUS & OFFICES
OFFICIALS
TRAINING PROGRAM

(Inclosure No. 1 to MECS Memorandum No. 86, s. 1983)

DEVELOPMENT PROGRAM FOR SCHOOLS DISTRICT SUPERVISORS

PROGRAM CONTENT

I. Orientation

Introduction to Training

- Objective
- Content
- Methodology
- Requirements
- Evaluation Procedure

II. Personal Awareness

Framework for Development

- Philippine Socio-Cultural Development
- Perspective for National Development:
Current Issues and Problems
- The New Constitution and the Modified
Parliamentary System
- National Security
- The Philippines in World Politics and
International Diplomacy
- Human Settlements/RRR

III. Educational Leadership

A. The Environment of the Schools District Supervisor

- MECS Thrusts - The PRODED Programs
- New Elementary Curriculum, Teacher Development,
LAC's; Role of District Supervisors
- Instructional Supervision
- Nonformal Education

B. Rural-Urban Dynamics

- Community Development - Strategies and Approaches
- Field Visit to Observe Rural or Community Develop-
ment Projects

C. The Philippine Civil Service System

IV. Management Process, Concepts, Tools and Techniques

The Schools District Supervisor--as an Administrator

- Systems Approach to Education
- Budgeting Principles
- Educational Planning
- Budgeting Process
- Effective Communication
- Feasibility Study/Project Development
- Problem Analysis and Decision Making

V. Human Resources Management

Employee Motivation and Productivity

- Management by Objectives
- Performance Appraisal System
- Motivation and Productivity
- Employee Development
- Administrative Discipline
- Personnel Actions
- Team Building for Organizational Effectiveness
- Conflict Management

Other Activities

- Physical Fitness and Spiritual Exercises
- HRC
- Cultural/Social Activities

LIST OF PARTICIPANTS TO THE TWELFTH DEVELOPMENT
PROGRAM FOR SCHOOLS DISTRICT SUPERVISORS

Region I

Adelaida Espetido	Pangasinan
Shirley Abbiencia	Pangasinan
Palmarin T. Batara	Ilocos Norte
Baltazar A. Rapanot	Ilocos Sur
Asteria R. Macusi	La Union
Adelina C. Plando	Abra

Region II

Eduardo O. Cabañan	Cagayan
Rodrigo Gulangan	Cagayan
Edna C. de Yre	Cagayan
Crescencia P. Tabut	Batanes
Felisa B. Gato	Batanes

Region III

Florina Aspa Morje	Zambales
Elsa Edano	Zambales
David F. Dumleo	Zambales
Teofisto S. Favila	Bulacan
Urbano Magpayo	Bulacan
Feliciano A. Manlutan	Pampanga
Restituto T. Vitug	Pangasinan
Ricardo V. Vitoria	Nueva Ecija

National Capital Region

Aderacion M. Acuña	Manila
Isabel K. Karcas	Manila
Ricardo R. Gaelo	Manila
Adrea A. Manlulo	Pasay City
Ruben T. Santos	Pasay City

Region IV

Avelina Bandoja	Batangas
Natividad A. Aguda	Batangas
Esmeraldo B. Portes	Quezon
Americo A. Aldea	Quezon
Maximo M. de Grano	Quezon
Gliceria Batilando	Laguna
Celestino Maligat	Laguna
Andros B. Samaniego	Cavite
Emelina C. Ramirez	Cavite
Wera F. Francisco	Romblon

Region IV (Continued)

Maria P. Bautista
Dorcas de Guzman

Oriental Mindoro
Lipa City

Region V

Celso Ramirez
Nora C. Arizon
Nelly T. Rodulfo
Dionisia Escueta
Fortunato Sta. Ana Reyes
Benjamin S. Refa
Ebrada H. Espiana
Helen A. Estur
Balbino A. Pabellin
Ellen Costa

Masbate
Masbate
Catanduanes
Catanduanes
Albay
Albay
Sorsogon
Sorsogon
Camarines Sur
Legazpi City

Region VI

Juan F. Belcira
Vito V. Bautista
Ascencion P. Libo-on
Trinidad N. Paguntalan
Pedro B. Jupal
Eulogio B. Geraña
Aurora B. Segovia

Iloilo
Iloilo
Iloilo
Iloilo
Negros Occidental
Aklan
Iloilo City

Region VII

Mariano T. Ceniza
Hermogenes Letigio
Francisco L. Yap
Freddy T. Matela
Jose C. Cabantan
Flaviano O. Daben
Emilia B. Valmorla
Salome Pastor

Cebu
Cebu
Cebu
Cebu
Toledo City
Mandauue City
Cebu City
Dumaguete City

Region VIII

Crispin Boholst
Fructuoso R. Cazar
Ramon B. Morillo
Manuel M. Gainguing

Leyte
Leyte
Leyte
Southern Leyte

Region IX

Abdurahim S. Manzur	Tawi-Tawi
Samuel C. Anawi	Tawi-Tawi
Henry F. Rodriguez	Tawi-Tawi
Pablo G. Adriatico	Zamboanga del Norte
Elena L. Bisler	Zamboanga del Sur

Region X

Catalino V. Peñares	Surigao del Norte
Manuel S. Titar	Zakidnon
Reneato Calingasan	Zakidnon
Mieva M. Reyes	Misamis Oriental
Paulita C. Ampang	Misamis Occidental
Rolando B. Butalid	Gingoog
Leonila Sanchez	Surigao City
Manito Macelicang	Ozamis City
Tomas Banaag	Campilguán

Region XI

Juliet D. Dogoldogal	South Cotabato
Daniel Aguilar	South Cotabato
Corazon Aninon	Davao del Sur
Esmerina M. Monton	Davao del Sur

Region XII

Florencio S. Maglupay	North Cotabato
Remedios C. Pania	North Cotabato
Josa H. Mela	Leona Sur
Marna Batuyan	Marawi City

