

Republic of the Philippines
(Republic of the Philippines)
OFFICE OF THE SECRETARY, DEPARTMENT OF EDUCATION
(DEPARTMENT OF EDUCATION, CULTURE AND SPORTS)
Manila

May 3, 1954

DEPT. MEMORANDUM
No. 29, s. 1954

DEPARTMENTALIZATION SCHEMES IN GRADES III-VI

To: Bureau Directors
Regional Directors
School Superintendents
Presidents, State Colleges and Universities
Heads of Private Schools, Colleges and Universities

1. In consonance with the policy of improving achievement levels in the elementary schools, it is recommended that schools adopt a departmentalized program, if feasible, based on the following considerations:

- a. Teachers of the same grade may work out an arrangement so that whoever is more competent in teaching a particular subject will handle the subject in two or more classes, e.g., Teacher A whose expertise is teaching Filipino may teach Filipino in her class and in one or two other classes, while Teacher B whose expertise is in music may teach music to classes A, B and C; or teachers who are better equipped for English teaching may be assigned to handle English for two or more sections of the same grade. Similar arrangements may also be done with teachers with special training in science, mathematics and other subjects.
- b. The possibility of utilizing teachers of other grades who have the necessary training and expertise may also be explored, e.g., a teacher in Grade III who has special training or is competent in teaching mathematics, may teach mathematics in Grades III, IV and V or in Grades III and VI.
- c. A specific teacher shall be assigned adviser of a class, who shall be responsible for keeping track of pupils' progress in all subjects, keeping their records, coordinating with their parents, etc.

2. In the implementation of the above, care should be taken to ensure that no teacher shall be required to teach more than the required teaching hours each day.

3. It is desired that the contents of this Memorandum be brought to the attention of all concerned.

(SGD.) JAIME S. LARA
Minister

Reference:

None

Attachment: 1-3-5-4--(D.O. 1-76)

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

Course of Study, ELEMENTARY
PROGRAM, SCHOOL
TEACHERS.

