

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

MECS MEMORANDUM  
No. 16, s. 1985

February 12, 1985

PRODED-EDUCATIONAL REORIENTATION PROGRAMS,  
TRAINING PROGRAMS AND WORKSHOPS

To: Regional Directors  
Schools Superintendents

1. In consonance with the institutionalization of PRODED-ERP and in line with the Ministry's efforts to upgrade competencies of MECS field personnel, the following training programs and workshops will be conducted at the national and regional levels on the dates specified herein. These training programs and workshops are preparations for the Teacher Formation Program III implementation which will start in April, 1985.

a. Educational Systems Management Program (ESMP) for the Division Subject Area Supervisors

- Each of the thirteen MECS regions will hold its respective 6-day ESMP for the Division Subject Area Supervisors between February 16-28, 1985.
- Participants to this training program are the division subject area supervisors in science, health, music, art and physical education.
- Regional Subject Area Supervisors (RSAS) who attended the ESMP-RSAS at the Development Academy of the Philippines Convention Center (DAPCC) will be the trainers.
- It is expected that at the end of the 6-day program, the participants would have:
  - Manifested specific behaviors indicative of positive values and attitudes, personal and interpersonal skills necessary for effective supervision;
  - Identified ways of discharging their accountabilitys in PRODED, particularly in the implementation of the New Elementary School Curriculum (NESC) and in the Learning Action Cells (LACs);
  - Been acquainted with innovative strategies and techniques of supervision; and
  - Been equipped with strategies for teaching Science and Health, Art, Music and Physical Education.

b. Joint Workshop for the Quarterly Regional Operations Planning (ROP) and Central Staff Orientation for Teacher Formation Program III

- A joint live-in workshop for the quarterly Regional Operations Planning and Central Staff Orientation for TFP III will be held on March 6-11, 1985 at the DAPCC, Tagaytay City.
- Participants to this workshop are the MECSRO elementary education chiefs, ERP Regional Training Officers







- It is expected that at the end of the 6-day workshop, the participants will be able to:
  - Evaluate the regional accomplishments for the first quarter;
  - Prepare the second quarter ROP;
  - Discuss the design and focus of the Grade III TFP (Parts I and II);
  - Demonstrate identified structured learning episodes for Parts I and II of the TFP III;
  - Discuss the one-day NESC orientation program; and
  - Firm up working relationships, arrangements and schedules for the conduct of Regional Staff Orientation Workshop (RSOW).

The participants are requested to bring the following: (a) Annual Regional Operations Plan, and (b) An accomplishment report for the first quarter based on the annual ROP.

c. Regional Staff Orientation Workshop (RSOW)

- A live-in Regional Staff Orientation Workshop will be conducted in all the thirteen regions of NECS on March 17-22, 1985.
  - Participants to this workshop are the Regional Trainers and Subject Area Trainers for English, Filipino, Mathematics, Social Studies, Science, Health, Music, Art and Physical Education.
  - The elementary education chief, Regional Training Officer and Regional Coordinator in each region will manage the workshop.
  - At the end of the Orientation Workshop, the participants will be able to:
    - Discuss the design and focus of the Grade III TFP (Parts I and II)
    - Demonstrate identified structured learning episodes (SLEs) for Parts I and II of TFP III
    - Discuss the one-day NESC orientation program
2. Program of activities relative to the said training program and workshops are enclosed herewith as Inclosures 1, 2 and 3.
3. Expenses incident to the training program and workshops shall be charged against the ECOTD-ERP funds, subject to the usual accounting and auditing rules and regulations.
4. It is desired that this Memorandum be immediately disseminated to all concerned.

(SGD.) JAMES C. LAYA  
Minister

Incls.: As stated

References: NECS Memorandums Nos. 100 and 101, s. 1983

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

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

Course of Study, ELEMENTARY OFFICIALS WORKSHOP  
TRAINING PROGRAMS



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TEMP - DEVS

Session	Day	Day 1	2	3	4	5	6
1			PSYCHO reluctance	MEBC Orientation	Adult Learning Process	Role and Function	Recalibrating Skills
2			R/W	OCRM	FRP Orientation	Instructional Supervision	
3		Opening Program Introduction	R/W	L	LAC		
4		IPS	R/W	MEBC (by group)	JOB Analysie	SKILL Inventory	
5		IPS	IPS	MEBC Cleaning House	SOCIALS	Personal/ Professional Development Plan	







**Q<sub>1</sub> REGIONAL OPERATIONS PLANNING WORKSHOP (ROPW)**  
**AND**  
**CENTRAL STAFF ORIENTATION WORKSHOPS (CSOW)**

March 6-11, 1985

Session Day	1	2	3	4	5	6
1	Workshop Overview Part I - ROP Part II - CSOW Presentation of Participants Regional Accomplish- ment Reports (Q <sub>1</sub> )	TRP III Program and Curriculum Design	Talk-through The SLIS - Part II	Demo and critique - SK	Clearing House RSCW Planning	Q <sub>2</sub> ROP
2	Institutionalization of concerns	Talk-Through The SLIS-Part I		↑	↑	↑
3		* Demo of SLIS on Working in Groups  * Critiquing	Demo and critique GOVM	Critiquing	Presentation of RSCW Plans to RPS. (respon- sive regions)	TRP - on
4		* Demo and critique of SLIS on Adult Learning Process		Orientation on RSCW (Work Roles, arrange- ments, guide- lines for TRP III)	Update on ERP Systems and Procedures	Going Home
5		Establishing Critiquing Criteria	SOCIALS	Talk-Through The RSCW Orientation	Clearing House	









REGIONAL STAFF ORIENTATION WORKSHOP (RSOW)  
March 17-22, 1985

Session Day	1	2	3	4	5	6
1	Opening Program RSOW Overview	Demo and Critique of S/V SLE	Getting To Know You TRP III Part II Overview	SLE on Adult Learning	Run SLEs on Specific Learning Areas	Self-reflexive Administrative Coordination
2	TRP III Con. Orientation (Program Focus/Logic) TRP III Mission/Therapeutic TRP III Part I (Overview)		Walk Through Part II	Facilitating Skills	Observers: SRO/RSAs/DSAs (25%) Participants DSAs (75%)	Team Building
3	Demo and Critique of LPS SLE	Demo of D/V SLE	Demo on SLE	Demo on SLE on Evaluation		Wrap-up and Closing
4						Going Home
5		Walk Through Part I	Critique	Critique	SOCIALS	





