

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

February 27, 1985

MECS MEMORANDUM
No. 22, s. 1985

SUMMER CLASSES FOR PRACTICAL ARTS TEACHERS

To: Bureau Directors
Regional Directors
School Superintendents

1. Summer classes for practical arts teachers in home industries and crafts and home economics teachers in food services, food trades and homemaking arts will be conducted at the Home Industries Training Center, Corner Ayala Boulevard and San Marcelino Street, Manila and at the Food Service Training Laboratory, MECS compound, Arroceros St., Manila, respectively, from April 22 to May 31, 1985.

2. The following courses will be offered:

a. Home Industries Training Center

Product Design	Toy and Flower Making
Ceramics	Handloom Weaving
Coco-sea Shell Craft	Leather Craft
Crocheting	Basketry
Dressmaking	Capiz and Wood Lamination

b. Food Service Training Laboratory

Cafeteria Management
Quantity Cooking
Cake Decoration
Baking

3. Teacher-applicants should be recommended on the basis of:

- a. major subject - must be teaching his/her major field of specialization;
- b. experience - must have taught for at least one (1) year and under permanent status;
- c. activities - 1) must be handling school canteen and/or cafeteria management in his/her school;
2) must be handling practical arts and home industries.
- d. service contract - should execute a contract of agreement to stay in the same school two years after attendance in the training program.

4. Applicants for the summer classes are expected to observe the following:

- a. Enroll in courses that involve the use of materials available in their communities or which have relevance to their communities, as well as those available

- b. Attend training sessions which are conducted on a whole-day basis, except for teachers enrolled in teacher training institutions, who may attend either the morning or afternoon sessions only;
- c. Teachers enrolled at the Food Service Training Laboratory should bring white uniforms or white laboratory gown and flat white shoes;
- d. The nature of the training is largely on-the-job;
- e. A certificate of attendance indicating the number of hours actually attended is issued at the end of the training.

5. Applicants may register for the course by mail or in person at the Home Industries Training Center at the above address. A registration fee of thirty pesos (P30) will be charged those taking HITC courses and fifty pesos (P50) those training at the Food Service Training Laboratory. Those applying by mail should send their applications to reach the center not later than the opening of classes. Applications of those attending on official time should be accompanied by a recommendation from their respective school superintendents or by a ranking official of their respective school division.

6. The teachers in attendance to this summer classes program may be entitled to traveling expenses, board and lodging payable from local school funds, subject to availability of funds and the usual accounting and auditing regulations, provided that they execute a contract of agreement to stay in the same school for two years after attendance in the training program.

(SGD.) JAIME C. LAYA
Minister

Reference:

MFCS Memorandum: No. 26, s. 1964

Allotment: 1-2--(D.O. 1-78)

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

CLASSES
TEACHERS
VOCATIONAL EDUCATION

