

Republic of the Philippines  
(Republic of the Philippines)  
MINISTER OF EDUCATION, CULTURE AND SPORTS  
(MINISTRY OF EDUCATION, CULTURE AND SPORTS)  
Manila

July 25, 1955

MECS MEMORANDUM  
No. 113, s. 1955

FIFTH DEVELOPMENT PROGRAM FOR SECONDARY SCHOOL PRINCIPALS

To : Bureau Directors  
Regional Directors  
School Superintendents

1. The fifth development program for secondary school principals will be conducted by this Ministry from August 22 to September 13, 1955, in Teachers Camp, Baguio City.
2. The program content and the list of participants to the program are inclosed. Any suggested changes in the list should be communicated to this Office, Attention: The Deputy Minister in charge of Personnel Management and Development, through the Regional Director. This Office should be informed before August 15, of the number of participants definitely coming from each region.
3. All expenses for board and lodging for the duration of the program will be borne by the Ministry of Education, Culture and Sports.
4. Participants will pay only their transportation expenses from their station and return, chargeable against local funds, subject to the usual accounting and auditing regulations.
5. All participants are required to submit a health certificate (General Form 86) duly signed by a government physician attesting to their being physically fit to undertake training in Baguio City. Only those who are in good health and have no histories of hypertension, nervous breakdown, or heart ailments should participate in this program.
6. Participants are requested to bring with them school educational statistics and other information useful for planning exercises.







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

(SSD.) ABRAHAM I. FETTFE  
Deputy Minister  
Officer-in-Charge

Incls.: As stated

Reference: MECS Memorandum No. 191, s. 1983

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

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

BUREAUS & OFFICES  
OFFICIALS  
TRAINING PROGRAM









(Inclosure No. 1 to MECS Memorandum No. 113, s. 1965)

## DEVELOPMENT PROGRAM FOR SECONDARY SCHOOL PRINCIPALS

### I. RATIONALE

The Development Program for Secondary School Principals is a response to the needs and challenges inherent of a significantly, rapidly developing society, particularly in the field of education. A recent survey conducted by the Bureau of Secondary Education on the training needs of Secondary School Administrators has shown that certain competencies need upgrading particularly in the area of management.

The capabilities of secondary school principals as executives shall be enhanced in the light of the latest educational developments.

### II. SPECIFIC OBJECTIVES

At the end of the training program, the participants are expected to:

1. effectively manage their respective institutions;
2. enhance their knowledge of anticipated developments in education, particularly secondary education;
3. implement educational reforms/development programs in their service areas in the most facilitative and effective manner;
4. gain a good working knowledge of management tools/techniques and functions for sound decision making; and
5. prepare a development program for their respective schools responsive/adaptive of the existing conditions thereof.

### III. COURSE CURRICULUM

#### Module I - PERSONAL AWARENESS

##### Framework for Development

- Perspective for National Development: Current Issues and Problems
- Philippine Socio-Cultural Development
- The New Constitution of the Philippines and the Modified Parliamentary System



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- The Philippines in World Politics and International Diplomacy
- National Security
- Filipino Ideology
- Economic Knowledge

Module II - EDUCATIONAL LEADERSHIP

- A. The Environment of the Secondary School Principals
  - MECS Thrusts in Secondary Education: Its Relevance to National Development Goals
  - Curriculum Development in Secondary Education
  - Secondary Education in the Philippines: Current Issues and Problems
  - Instructional Supervision
  - The Secondary School Principals as Executives
  - Values Development
- B. Personnel Management
  - The Philippine Civil Service
    - \*Personnel Action
    - \*Administrative Discipline
    - \*Employee Development and Performance Appraisal
  - Motivation and Productivity
  - Employee Benefits
  - Team Building for Organizational Effectiveness

Module III - MANAGEMENT PROCESS, CONCEPTS, TOOLS AND TECHNIQUES

The Secondary School Principal as an Administrator

- Systems Approach to Education
- Educational Planning
- Budgeting Process
- Effective Management Communication
- Problem Analysis, Decision Analysis, FPA









- Feasibility Study and Project Development
- Management by Objectives
- Evaluation Research Management
- Conflict Management

OTHER ACTIVITIES

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

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(Inclosure No. 2 to MECS Memorandum No. 713, 4. 1955)

LIST OF PARTICIPANTS TO THE FIFTH  
DEVELOPMENT PROGRAM FOR SECONDARY SCHOOL PRINCIPAL

Region I

Teribia Casil	Sto. Tomas Mun. High School, Pangasinan
Felicarpio Castillo	Binalonan Nat. High School, Pangasinan
Leticia Tacal	Bacsal National High School, Ilocos Sur
Edilberto D. Dagdegan	Pilar Rural School, Abra
Apolinario P. Collado	Binnaley College of Fisheries Pangasinan

Region II

Constance S. Sales	Caliguian Brgy. High School, Isabela
Andres P. Tabao	Western Cagayan Voc. High School, Cagayan
Napoleon A. Batulan	Alcala Rural School, Cagayan
Marcela Dy-Go	Calaoagan Dackel Brgy. High School, Cagayan
Salome Magaway	Diadi Est. High School, Nueva Vizcaya
Filomena Balut	Bintawan Brgy. High School, Nueva Vizcaya

Region III

Rosalina Magpantay	Liray Mun. High School, Batasan
Luz Morales	Morong Mun. High School, Batasan
Epifanio Reyes	Lolombay Nat. High School, Bulacan
Elisa P. Ballesteros	San Miguel High School, Bulacan









Region IV

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Saul Ochotorena	Romblon Nat. Sch. of Fisheries, Romblon
Florencio Esteban	Angono Mun. High School, Rizal
Ligaya M. Azorena	Celumpang Brgy. High School, Laguna
Adelina Acelsajado	Ballian Brgy. High School, Laguna
Rosario Sanchez	Gen. Aguinaldo Brgy. High School, Cavite
Pacita Martinez	Novelata Mun. High School, Cavite
Lydia P. Salvoza	Sibulan Brgy. High School, Quezon
Enrique V. Relveo	Loco Nat. School of Fisheries, Occ. Mindoro
Juliana Timones	Puerto Princesa Rural High School, Palawan
Canon C. Pascual	Alcantara Nat. Trade School, Romblon
Antonio Dilay	Cr. Mindoro Nat. High School, Oriental Mindoro

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Rosaline T. Reyes	V. Mapa High School, Manila
Florice M. Balanag	V. B. Fugoso Mex. Sch., Manila
Felix A. Balbagnio	Pateros Mun. High School, Pasay City
Dante M. Capistrano	Phil. Nat. School for the Blind, Pasay City
Ernesto C. Anunciacion	J.P. Laurel High School, Quezon City
Angelina J. Ferrer	A. Moses Sr. Voc. High School, Quezon City



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Region V

Lintante Merioles	San Pascual Mun. High School, Masbate
Eduardo C. Arcenas	Masbate Sch. of Fisheries, Masbate
Richilda R. Abad	Mercedes Sch. of Fisheries, Camarines Norte
Roman T. Delfin Jr.	Barcelonita Fisheries School, Camarines Sur
Feliciano Fenis Jr.	Sagrada Brgy. High School, Iriga City
Consuelo de Luma	Iriga Agric-Ind. High School, Iriga City
Carolina A. Lanuzo	Pag-asa Nat. High School, Igarapi City
Manuel R. Dayto	Casiguran Vcc. High School, Sorsogon
Virgilio Alindogan	Frieto Diaz High School, Sorsogon

Region VI

Haidee B. Lañada	West Visayas State College High School, Iloilo City
Rosario Garcia	Jaro High School, Iloilo City
Ester C. Divinagracia	Mandurriac High School, Iloilo City
Elvira Belleza	Barotac Viejo Nat. High School, Iloilo
Bibiana delos Reyes	Kalibog Nat. High School, Iloilo
Agaton P. Asuncion	Libertad Nat. Vcc. School, Antique
Mercedita B. del Rosario	Belison Nat. High School, Antique
Wilfredo Calexterio	Ivisan Nat. High School, Capiz
Antonio Amoroso	Sigma Nat. High School, Capiz
Lilia B. Cordero	Alangilan High School, Bacolod City









Jose C. Bayot Jr.  
Francisco Gayares

Rata High School, Bacolod City  
Himantayan Prov. High School,  
Neg. Occidental

Region VII

Mercury Fernandez

Pilar Mun. High School,  
Cebu

Juan D. Evangelista

Guihuligan Voc. School,  
Negros Oriental

Virgilio Daliong

Neg. Oriental High School,  
Neg. Oriental

Minervita Flores

Canduman Brgy. High School,  
Mandaue City

Evelyn Vaño

Adlawan Rural High School,  
Cebu City

Jesus T. Bonilla

Sudlon Agric. School, Cebu City

Region VIII

Gregorio Basalo

Baybay High School, Leyte

Pedro Escobarte

Don Vicente Orestes Romualdez  
Agric. College, Leyte

Pablo Felito

San Antonio Rural School,  
Northern Samar

Marie M. Cetalado

Laping Brgy. High School,  
Northern Samar

Rogelio Gale

Biliran Nat. Agric. College,  
Biliran

Zosima A. Lacasa

Salcedo Community High School,  
Eastern Samar

Pablo Merro

Bulacao Brgy. High School,  
Eastern Samar

Virgilio S. Espinas

Southern Leyte School of Arts  
and Trades, Southern Leyte







Region IX

Regie P. Tiu

Mapukan Mun. High School,  
Zamboanga del Norte

Ester A. Caragan

Siocon Brgy. High School,  
Zamboanga del Norte

Region X

Domingo Valdez

Valencia Brgy. High School,  
Bukidnon

Patricio Tundag

Northern Mindanao School of  
Arts and Trades, Agusan del  
Norte

Bernardo Angolo

Dapa Nat. High School, Surigao  
del Norte

Rogelio Chan

Mambajao Mun. High School,  
Cavignin

Nestor Sison

Mis. Oriental School of Arts  
and Trades, Mis. Oriental

Francisco Gamolo

Laguindingan Nat. High School,  
Mis. Oriental

Felix L. Tuazon

Agusan Sur School of Arts &  
Trades, Agusan del Sur

Gerarda Babina

Melgar Brgy. High School,  
Surigao del Norte

Mera Espanto

Sta. Cruz Brgy. High School,  
Surigao del Norte

Francisco Galarita

Opol Nat. Comp. High School,  
Mis. Oriental

Patrocinio O. Gador

Clarín Prov. High School,  
Mis. Occidental

Region XI

Timoteo S. Balleza

Liangá Nat. Sch. of Fisheries,  
Surigao del Sur

Belen R. Vergara

Banganga Prov. High School,  
Davao Oriental









Villanueva Olea	Carega Mun. High School, Davao Oriental
Tilan Hassan	Davao del Sur Sch. of Fisheries Davao del Sur
Jose Delaqua	Minatua Nat. Comp. High School, Surigao del Sur
Divinia Cania	Gen. Santos City High School, Gen. Santos City

Region XII

Ronulo Malanog	Suarez Brgy. High School, Iligan City
George Abugan	Salvador Trade School, Lanao del Norte
Teodoro M. Bualat	Iligan City Nat. High School, Iligan City
Fernando Bington	Pikit Mun. High School, North Cotabato
Rolando Garcia	Kalamansig Mun. High School, Sultan Kudarat
Purificacion Serate	Pambo Brgy. High School, Iligan City
Necivas Marajas	Iligan City Nat. Sch. of Fisheries, Iligan City





