



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF EDUCATION, CULTURE AND SPORTS
Merrill Avenue, Pasig City

OFFICE OF THE SECRETARY

March 20, 1997

DECS MEMORANDUM
No. 100, s. 1997

SUPERVISION AND MONITORING OF PRESCHOOLS

To: Regional Directors
Schools Superintendents

1. Batas Pambansa 232 defines elementary education as the first stage of compulsory, formal education primarily concerned with providing basic education and usually corresponding to six or seven grades, including preschool programs.

2. Studies confirmed that the experiences during the first six years of the child's life have a lasting effect on his intellectual development as well as the development of his social and physical skills. In support of the academic advantage of preschool education, Special Provision of the General Appropriations Act (GAA) FY 1996 Number 3, Support for Preschool Education, states that "The amount herein appropriated shall be used to support the Preschool Programs of the DECS which shall be formulated by the Secretary. Of the amount herein appropriated, five million pesos (P5,000,000.00) shall be used for the supervision and accreditation of school learning centers, other family-owned institutions and day care centers offering preschool education to five-year old children".

3. All regions and divisions are requested to conduct supervisory and monitoring visits of public and private preschools, learning centers and other institutions offering preschool for the following purposes:

- a. To determine classroom practices and problems related to instructional management and utilization of instructional materials;
- b. To develop a training design based on the needs of teachers:

to assess the needs of teachers in teaching preschool e.g.

- preschool curriculum/activities
- strategies in teaching preschool
- materials preparation
- classroom structuring
- evaluation of preschool children

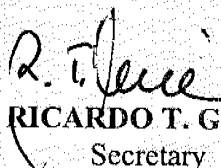
c. To gather information on preschools/day care centers:

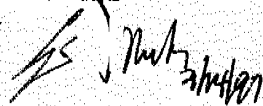
- 1) To find out the enrollment and number of teachers in the different preschools/day care centers; and
- 2) To make a survey on the following:
 - number of 5-year old children who will need preschooling by SY 1997-1998
 - number of 3,4,5 and 6-year old children enrolled in the different learning centers and institutions for SY 1996-1997
 - preschool providers who would like to undertake service contracting with DECS

4. Suggested format of training design and survey forms are inclosed. Training designs and consolidated data by region are requested to be submitted to the Office of the Director, Bureau of Elementary Education, before April 15.

5. All regional/division preschool coordinators, district supervisors and principals are requested to conduct the survey. Expenses shall be charged against the GAA funds for 1996. Funds for this purpose shall be transferred by DECS Central Office to the regional offices and to be allocated equitably to the different divisions/districts.

6. Immediate dissemination of this Memorandum is desired.


RICARDO T. GLORIA
Secretary



Incls.: As stated

Reference: None

Allotment: 1-2--(M.O. 1-87)

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

OFFICIALS
PRESCHOOL EDUCATION
SCHOOLS
SURVEY

(Inclosure No. 1 to DECS Memorandum No. _____ s. 1997)

SUGGESTED FORMAT OF TRAINING DESIGN

Part I -

Course Title: _____

Designed For: _____

(State type of personnel who should attend the course)

Objectives: 1. _____
(State specific skill, knowledge and/or abilities that are expected to be attained by the trainees)

2. _____

3. _____

Duration: _____
(State how many days)

Date/Time: _____

Venue: _____

Methodology: _____
(Enumerate the methods or manner by which the course will be carried out, i.e. lecture, demonstration, etc.)

Requirements: Resource requirements

A. Human resources

B. Materials

C. Budgetary

Part II - Schedule of Activities (Day to day)

(Inclosure No. 2 to DECS MEMORANDUM NO. _____ s. 1997)

PRESCHOOL SURVEY FORMS

Region _____

Division _____

Please fill in the required information in the spaces provided.

Form A. Number of 5 years old children who need preschooling
by School-Year 1997-1998

Region/Division	Municipality	No. of 5 years old		
		Male	Female	Total
GRAND TOTAL				

Form B. Public Preschools/PTA-Organized

Name of Preschool	Number of Teachers	Number of Classes for 5 years old	Enrollment		
			Male	Female	Total

Form C. 1. Registered Private Preschools

Name of Preschool	Number of Teachers	Number of Classes & Enrollment					
		3-4 years old		5 years old		6 years old	
		Classes	Enrollment	Classes	Enrollment	Classes	Enrollment
TOTAL							

Form C.2. Unregistered Private Preschools

Name of Preschool	Number of Teachers	Number of Classes & Enrollment					
		3-4 years old		5 years old		6 years old	
		Classes	Enrollment	Classes	Enrollment	Classes	Enrollment
TOTAL							

Form D. Day Care Centers

Name of DCC	No. of Day Care Workers	No. of Classes		Number of Children			
		3-4 yrs. Old	5-6 yrs. Old	3 yrs. Old	4 yrs. Old	5 yrs. Old	6 yrs old
TOTAL							

Form E. Other Preschools (Church-based, LGU, NGO, etc.)

Name of Preschool	Type (LGU, NGO, etc.)	No. of Teachers	No. of Classes		Number of Children			
			3-4 yrs. Old	5-6 yrs. old	3 yrs. Old	4 yrs. Old	5 yrs. Old	6 yrs. Old

Form F. Preschool Providers to undertake service contracting with DECS

Preschool Provider	Type (NGO, Private school, Church-based etc.)	Address	Date Registered with DECS/ any gov't agency	Experience in Community Development	Experience in Educ. & related activities
TOTAL					