



REPUBLIKA NG PILIPINAS
REPUBLIC OF THE PHILIPPINES
KAGAWARAN NG EDUKASYON, KULTURA AT ISPORTS
DEPARTMENT OF EDUCATION, CULTURE AND SPORTS
UL Complex, Meralco Avenue
Pasig, Metro Manila

TANGGAPAN NG KALIHIM
(OFFICE OF THE SECRETARY)

July 14, 1998

DECS MEMORANDUM
No. 288, s. 1998

SECOND NATIONAL TEACHERS CONGRESS ON VISUAL IMPAIRMENT

To: Bureau Directors
Regional Directors
Schools Superintendents
Private Elementary and Secondary School Principals

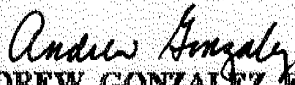
1. The Department of Education, Culture & Sports through the Bureau of Elementary Education in coordination with the Resources for the Blind, Inc. (RBI), will hold its Second National Teachers Congress on Visual Impairment at the Teachers Camp, Baguio City on September 14 - 16, 1998. The theme of the Congress is "Relevant Education for the Visually Impaired, the Challenge Continues."
2. The Congress aims to:
 - a. discuss the issues and trends in the provision of school services to the visually impaired, and
 - b. give awards to outstanding SPED teachers for the visually impaired.
3. Special education teachers, regular teachers handling integrated visually impaired children, school administrators with special education programs from public and private schools, supervisors in charge of special education from the regional and sub-regional levels and superintendents or assistant superintendents are expected to attend. The program of activities and the pre-registration form are found in Inclosure Nos. 1 and 2.

4. The guidelines for the selection of the 1998 Outstanding Special Education Teachers for the Visually Impaired and the Nomination Form are found in Inclosure Nos. 3. A and No. 3. B, respectively.

5. SPED and regular teachers and administrators in public elementary and secondary schools with programs for the visually impaired shall be charged P750.00 as registration fee. Their board and lodging expenses shall be borne by RBL. Other participants from DECS and private schools shall be charged the amount of P2000.00. This will cover expenses for lodging, snacks, lunches and registration fee.

6. Transportation, board and lodging, registration fee and other allowable expenses of all the participants to this congress shall be charged against local funds subject to its availability and the usual accounting rules and regulations. Participants from private institutions shall make their own financial arrangements with their respective schools/offices.

7. Immediate dissemination of this Memorandum is desired.


ANDREW GONZALEZ, FSC
Secretary

Incls.: As stated

Reference: DECS Memorandum: No. 73, s. 1996

Allotment: 1—(D.O. 50-97)

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

CONFERENCES
SPECIAL EDUCATION

TENTATIVE PROGRAM OF ACTIVITIES

Sept. 14, 1st Day	Sept. 15, 2nd Day	Sept. 16, 3rd Day
<p>8:00 - 9:00</p> <p>9:00 - 10:00 Registration</p>	<p>PLENARY SESSION 2</p> <ul style="list-style-type: none"> * Redirections in the Education of the Visually Impaired * Enhancing Teacher Competencies * Open Forum 	<p>PLENARY SESSION 3</p> <ul style="list-style-type: none"> * Technology for the Blind * Early Intervention * Open Forum
<p>10:00 - 10:30</p>	<p>B R E A K</p>	
<p>10:30-12:00</p> <ul style="list-style-type: none"> * Opening Program * Keynote Speech: Relevant Education for the Visually Impaired: The Challenge Continues 	<p>Workshop-</p> <p>Gap Analysis and Making Recommendations</p> <ul style="list-style-type: none"> * Policies * Programs/ Services * Curriculum * Instructional Materials * Special Equipment * Teacher Competencies * Administrative Support 	<p>CONCURRENT SESSIONS</p> <ul style="list-style-type: none"> * Abacus * Vocational Training * Administrators and Teachers Roles in the IEP * Filipino Braille * Adapted PE * Braille Music * Blind with Additional Handicaps
<p>12:00 - 1:30</p>	<p>L U N C H</p>	
<p>1:30-2:30</p> <p>PLENARY SESSION I</p> <p>Assessment of the Existing Programs in Different Perspectives</p>	<p>Workshop Continued</p>	<p>Concurrent Sessions Continued</p>
<p>2:30 - 4:30</p> <p>PANEL DISCUSSION</p> <ul style="list-style-type: none"> * DECS * Blind Professional * Parent * Blind Student 	<p>2:30 - 5:00</p> <p>Presentation of Workshop Outputs</p>	<p>2:30-3:30</p> <p>Closing House</p> <p>Open Forum</p>
<p>4:30 - 5:00 Open Forum</p>	<p>6:00-7:30</p> <p>Socials</p>	<p>3:30-5:00</p> <p>Closing Program:</p> <p>Message:</p> <p>Partnership</p> <p>Awarding of Outstanding SPED Teachers for the VI</p>

(Inclosure No. 2 to DECS Memo No. 288 s. 1998)

SECOND NATIONAL TEACHERS CONGRESS ON VISUAL IMPAIRMENT

Teachers Camp, Baguio City
September 14-16, 1998

PRE-REGISTRATION FORM

Name _____ School _____

Position _____ Division _____ Reg. _____

Enrolment of VI children 1998-99 _____

No. of Years in teaching the VI children _____

Below are the concurrent sessions. Please check two topics as your preference.

Abacus

Vocational Training

Administrators & Teachers
role in IEP

Filipino Braille

Adapted PE

Braille Music

Blind with Additional
Handicap

- SPED teachers for the VI should bring their own slate, stylus and abacus.
- If you are interested, please mail this back to the Resources for the Blind, P.O. Box 1831, Manila. Deadline for submission is on August 30, 1998.

GUIDELINES ON THE SELECTION OF THE 1998 OUTSTANDING SPECIAL EDUCATION TEACHERS FOR THE VISUALLY IMPAIRED

1. Candidates must be a regular/permanent teacher actually teaching visually impaired children in a public school for at least 3 years; has met minimum requirements of 18 units in SPED (V.I.) or has undergone short term courses in SPED (V.I.) and has not been the recipient of any Regional/National award for special education teachers.
2. Must submit duly accomplished forms together with the requirements and supporting documents of the winners to the following offices on the dates indicated.

Division Office ----- August 03-07, 1998
Regional Office ----- August 10-14, 1998
Central Office ----- August 17-28, 1998

3. CRITERIA:

I. PERSONAL QUALITIES AND CHARACTERS: Maximum ... 25 points

A. Model of Morality and Integrity both in public and private life (sense of honesty, humility, diligence, dedication, good faith, courtesy, generosity, kindness, love and solicitude for visually impaired children)

- Submit the names and address of 3 references consisting of nominee's current or previous supervisors, principals and former students with their feedback about the morality and integrity of the nominee 15 points

- Certification from the Regional Legal Office that nominee has not been found guilty of any administrative complaint or criminal charges 10 points

II. INSTRUCTIONAL COMPETENCE AND TEACHING EFFECTIVENESS 70 points

A. Demonstrated competence in the teaching of special children particularly the visually impaired.

- Certification from the principal of continued, dedicated and efficient service in implementing the program of the visually impaired.

- 10 years or more 10 points
- 5 years 7 points
- 3 but not less than 2 years 3 points

- Certified true copy of the performance ratings within the last 3 years (SY 1995-96, 1996-97, 1997-98)

Outstanding performance for the last three years 6 points

Very Satisfactory performance for the last 3 years 4 points

B. Instructional materials produced and used for the improvement of teaching the visually impaired.

1. Had written and produced instructional materials that contributed for the improvement of teaching the blind such as reference materials, instructional modules, teaching units, curriculum modification, evaluation materials adopted/used within the last three school years (SY 1995-96, 1996-97, and 1997-1998).....20 points

National/Regional 10 points

Division 7 points

District/School 3 points

Supporting Documents - photocopies of modules, workbooks, curriculum modification and evaluation instruments being used. Give a brief description of each.

2. Innovative teaching devices and materials (factual) developed for the improvement of teaching blind children 10 points

Supporting Documents - pictures of innovative/indigenous teaching devices, apparatuses, etc., and a brief description of each.

3. Involvement in co-curricular activities 10 points

Certification and other evidences of leadership or participation in any activity related to teaching the visually impaired (e.g. PTA/Faculty Club Officer, adviser/coach in school contest/special olympics, scouting etc.)

International 4 points

National/Regional 3 points

Division 2 points

District/School 1 point

4. Professional Advancement 10 points

Certified true xeroxed copies of transcript of records of the highest degree attained and degree being pursued (SPED VI) 5 points

Certification signed by the sponsor and other evidences of leadership or participation in any advance training, workshops or seminars in Special Education (Division and National level) 3 points

A one-page abstract of any research conducted by the nominee to improve the teaching of the blind 2 points

III. COMMUNITY INVOLVEMENT 5 points

Certificates signed by the Mayor/Barangay Chairman and other evidences of leadership or participation in any activity/organization outside of teaching.

- Participation of the nominee in community/barangay survey locating visually impaired children 3 points

- Participation of visually impaired pupils under the leadership of the nominee in community/barangay celebrations such as rondalla rendition, song fest, dance, drama, etc. 2 points

TOTAL NO. OF POINTS - 100 points

SEARCH PROCEDURE:

1. Nomination

a. Elementary and Secondary Levels

The nomination should be made by the principal. Each school catering to the VI children is entitled to only one nominee.

b. Nomination forms must be duly signed by both nominee and nominator.

c. All supporting documents must be Certified by the Nominator and accompanied by a list of documents submitted following the sequence in the Criteria for Evaluation.

d. The nomination form and supporting documents must be submitted to the Division Office on or before August 7, 1998.

2. Evaluation of Nominations

- a. All nominations will be initially screened and evaluated by a preliminary board of judges from each Division.
- b. The name of the Division Winner together with his/her supporting papers must be submitted to the Regional Office on or before August 13, 1998.
- c. All Division winners will be interviewed by the Regional Board of Judges which will be held at the Regional Office on August 14, 1998.
- d. The Regional Board of Judges will select an awardee for the region. All decisions of the Board of Judges is final.
- e. The name of the Regional winner together with his/her supporting papers must be submitted to the Central Office, Special Education Division, Bureau of Elementary Education, Pasig City on or before August 28, 1998.

3. Final Selection

The National Board of Judges which will be selected by the Special Education Division, Bureau of Elementary Education, DECS will select an awardee for the **1998 MOST OUTSTANDING SPECIAL EDUCATION TEACHER FOR THE VISUALLY IMPAIRED**

4. Awarding will be done during the 2nd NATIONAL CONGRESS ON VISUAL IMPAIRMENT on September 14-16, 1998.

(Inclosure No. 5.B to DECS Memo No. 288 s. 1998)

EXAMINATION FORM
(Please type all answers)
(Use Additional Sheets if Necessary)

TECHNICAL _____

ADDRESS _____

A. PERSONAL DATA

1. Name(s) Full Name _____
Surname Given Name Middle Name

2. Home Address _____
Dist. or Province Town/Village Post Office

3. Telephone No(s) _____
School Residence

4. Date of Birth _____ 7. Civil Status _____

5. Place of Birth _____ 8. Citizenship _____

6. Sex _____

B. EDUCATIONAL BACKGROUND

Please list down below the degrees being pursued or earned, beginning with the most recent, and other information called for.

Degree Earned Degree Being Pursued	School	Years Attended	Academic Distinction

C. Instructional Competence and Teaching Effectiveness

1. Number of years of service as a teacher for (a) W.T. _____
2. Present Position/Rank _____
3. Subject(s) presently taught _____

4. Performance Evaluation/Ratings Obtained in the last 3 years:

5. Employment History for the last 10 years (Begin with the most recent employment)

School/ Address	Position Held	No. of Hours Spent in Teaching Administrative Task per week	Year Covered

6. Enumerate instructional materials produced and used by the nominee for the improvement of teaching such as books, reference materials, worksheets, modules, evaluation instruments, course guides. Indicate where, when and how those materials are being used.

List of Materials	Where/When/How

7. Other than teaching, in what ways did the nominee get involved with the students (such as in the role of a trainer, advisor, coach, counselor, etc.)

8. Explain or give details on any research conducted by the nominee.

D. PROFESSIONAL AND COMMUNITY INVOLVEMENT

1. What activities outside of teaching has the nominee been involved in?

2. List down awards or recognition from reputable organization: Local, regional, university, college, national, international.

E. INFORMATION ON THE NOMINATOR

1. Name of Principal or Chairman: _____

2. Position: _____

3. School/District represented: _____

4. Indorsement:

Signature of Nominator

Signature of Nominee

Date of Submission