



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

OFFICE OF THE SECRETARY

January 5, 1999

DECS MEMORANDUM

No. 1, s. 1999

**NINETEENTH NATIONAL CONGRESS OF SECONDARY SCHOOL
ADMINISTRATORS**

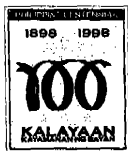
To: Bureau Directors
Regional Directors
Schools Superintendents
Private and Public Secondary School Principals
Vocational High School Principals

1. The Philippine Association of Secondary School Administrators (PASSA), in coordination with the Bureau of Secondary Education announces the holding of its Nineteenth National Congress of Secondary School Administrators at **Sarabia Manor, Iloilo City, on 16-18 March 1999**. Registration is on the 15th of March. The theme of the congress is "**The School Principal: Forging the Nation's Cutting Edge**," inspired by the recent Summit Conference on Teacher Training and Development.

2. The congress aims to translate the observations and recommendations of the summit conference to concrete strategies for the school principal/administrator, seen as the teacher of teachers in his capacity as instructional leader and education supervisor. A great part of the congress shall be in the form of focused discussion in commission and workshop groups, handling distinct areas of education supervision and leadership. The expected output is a **principal's framework for teacher development**, which seeks to ensure continuing cultivation of teacher qualities for quality secondary school education.

3. Participants to this congress are the following:

- a. Chiefs or assistant chiefs of secondary education division;
- b. Assistant school superintendents in charge of secondary education;
- c. Vocational school administrators, heads of craftsman/opportunity schools and home industries training supervisors;
- d. Principals/assistant principals/master teachers/head teachers/OIC/TIC of national general, comprehensive and vocational high schools (agriculture, fishery and arts and trades);



Tel. No. 6337208 |
Fax No. 6320805 |

- e. Heads/Directors of private schools;
- f. High school principals of state colleges and universities;
- g. Regional supervisors in charge of secondary education
- h. H. Principals of DLS, RLS and ESEP schools

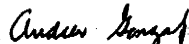
4. A registration fee of five thousand eight hundred pesos (P5,800.00) shall be charged each participant to cover conference materials and hotel accommodations and food. The registration fee and other expenses incidental to participation the congress are chargeable against local school/office and/or school board funds, subject to the usual accounting and auditing rules and regulations. Meals shall be served from the supper of the 15th until breakfast of the 19th of March, 1999. Members of the different committees, as well as the present PASSA officials and board of directors, are authorized to travel two days before the congress.

5. Participants are requested to bring a documentary report on their school efforts at in-service training or teacher development. This will serve as reference material for the focused discussion during the congress.

6. In view of the educational importance of this gathering to the full realization of teacher development, this Office strongly encourages active attendance in the congress.

7. Please confirm your attendance with Ms. Zenaida G. Mendoza, Bureau of Secondary Education, telefax nos. 636-5172 or 631-06-50.

8. Immediate dissemination of this Memorandum to all concerned is desired.


ANDREW GONZALEZ, FSC
Secretary

Reference: DECS Memorandum: No. 3, s. 1998

Allotment: 1—(D.O. 50-97)

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

~~CONFERENCE~~ ~~OFFICIALS~~ ~~SOCIETY or ASSOCIATIONS~~